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# TOWN OF SHARON



## 2019 ANNUAL TOWN MEETING WARRANT

*With Report & Recommendations of the Finance Committee*

**Monday, May 6, 2019  
7:00pm  
Sharon High School  
Arthur E. Collins Auditorium  
181 Pond Street**

*Registered voters are asked to bring this report to the meeting for use in the proceedings*

### ANNUAL TOWN ELECTION

Tuesday, May 21, 2019  
7:00am – 8:00pm  
Sharon High School Gymnasium, 181 Pond Street

### OPEN WARRANT MEETING

*Informal discussion of warrant articles*  
Monday, April 29, 2019  
7:30pm

In Hearing Room, Sharon Community Center, 219 Massapoag Avenue

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*Sharon Community Television covers government meetings.  
 The meetings are on Channel 22 and are posted on their website.  
 To view the schedule or to watch online, visit [www.sharontv.com](http://www.sharontv.com)*

## A MESSAGE FROM THE MODERATOR

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Welcome to the 2019 Annual Town Meeting. In Sharon, Town Meeting is an open process, meaning that any registered voter may participate in our legislative process. The function of Town Meeting is to determine annual budgets for town departments, consider proposed changes in the town's by-laws, and act on other matters which are properly on the agenda.

Once again, in an effort to make the Town Meeting experience more efficient and focused on the most important matters for consideration, we will be utilizing a Consent Agenda process for the disposition of routine and non-controversial articles. Rather than address these articles one at a time, we will do it in one overall motion. The thought behind this approach is that the articles on the Consent Agenda are those which should not generate controversy and as such can – and normally have been - properly voted without debate. However, if, at the call of the Consent Agenda, one or more voters object to any particular article being included in the Consent Agenda, that article will be removed and considered separately. This process, which is used by many towns in Massachusetts with great success, should speed up the handling of non-controversial items so our time can be better devoted to issues of greater importance to the town.

Following the opening of Town Meeting on Monday, May 6, 2019, the Consent Agenda will be taken up first. A brief explanation of each Consent Agenda article can be found in this Warrant, and the proposed motion shall read as follows:

**MOTION:** Moved that the Town take Articles 2, 3, 8, 9, 10, 11, 12, 13, 14, 15 and 16 out of order and that they be "Passed by Consent" in accordance with the motions shown on the Consent Agenda as printed in the Warrant for this Annual Town Meeting.

#	Article
2	Act on Reports
3	Sharon Friends School Fund Records & Appointments
8	Norfolk County Retirement Annual Assessment
9	Unemployment Fund
10	Funding Other Post-Employment Benefits (O.P.E.B.) Trust Fund
11	Funding Assessor Inspection Services
12	Annual Audit Appropriation
13	Revolving Fund Authorizations
14	Property Tax Exemptions
15	Rescission of authorized unissued debt
16	Accept provisions of MGL Chapter 40, Section 57 and Amend Chapter 189 of the General Bylaws

Once again, this year, the microphones in the auditorium will be set up similar to the way they were last year to enhance a robust and efficient consideration of each of the articles. Microphone "1" will be at the front of the stage and will be assigned only for presentations and town officials who may need to respond to a question. Microphones "2" and "3" will be in the front of the aisles. Microphone "2" will be designated for arguments in favor of a proposed article (or proposed

amendment) and Microphone "3" will be designated for arguments in opposition. Microphones "4" and "5" will be toward the back of each aisle and will be designated only for questions from voters, rather than advocacy one way or another. I would ask all Town Meeting participants to respect the microphone set up, unless, of course, it is physically burdensome to do so.

Both changes were successfully implemented last year resulting in an orderly consideration of those issues without undue exhaustion of Town Meeting participants. If anyone has any additional suggestions to make Town Meeting more user friendly, please feel free me to email me at [townmoderator@townofsharon.org](mailto:townmoderator@townofsharon.org).

Thank you for your participation in Town Meeting.

Respectfully,  
Andrew D. Nebenzahl  
Town Moderator

## **WARRANT INTRODUCTION**

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It is the responsibility of the Finance Committee to make recommendations on all matters that come before Town Meeting. The primary task at the Annual Town Meeting is for voters to adopt a budget for the next fiscal year. In addition, Town Meeting makes decisions on strategic issues of the Town such as major capital improvements and zoning. Other matters of Town business that require Town Meeting authorization are brought before the voters to debate and vote.

On Monday, May 6, Annual Town Meeting will convene at 7:00 p.m. at Sharon High School to decide a variety of issues. Of the 25 articles in this year's Warrant, the majority deal with fiscal matters, including the Fiscal Year (FY) 2020 Town budget, which totals \$85,457,059, a 2.82% increase in total spending compared to FY 2019. Because it is very important to the Annual Town Meeting process for voters to have as much relevant information as possible, this introduction will present a recap of the budget history, the financial planning process, the proposed FY 2020 budget, and highlight some of the other articles.

### **Budget Background**

The budget of the Town of Sharon is essentially separated into three components. The first component is the operational budget (about 70%), consisting primarily of salaries and smaller expenses such as supplies, fuel, occupancy costs, etc. The operational budget is divided into three sectors: (1) the School Department; (2) the Selectmen (Police, Fire, DPW, Water and most of the other departments responsible for town operating functions); and (3) the Finance Committee (mainly the entities elected to oversee town administrative functions such as the Town Clerk, Library, Board of Health, Planning Board, and Zoning Board of Appeals). The School Department represents about 75% of all employees and operating budget. The Selectmen and Finance Committee sectors represent about 25% of the employees and operating budget. The second component of the budget is comprised of costs known as "fixed and uncontrollable" costs. These costs are primarily the Town's debt (principal and interest), property and other insurances, health insurance (for both current and retired employees), and other employee-related costs such as FICA and Medicare. As an enterprise fund, the Water Department has a separate operational budget funded exclusively by water rates (not by property taxes). The operating, fixed and uncontrollable and Water department budgets are voted under Articles 4 and 5. The third component relates to funding of retirement plan contributions for non-teaching personnel, other post-employment benefit costs (OPEB), unemployment compensation, property valuation services, and audit services. These expenses are voted under Articles 8 through 12.

### **Strategic Planning Process**

On September 10, 2015, the Finance Committee, Board of Selectmen, School Committee and Capital Outlay Committee engaged in the start of a collective town planning process facilitated by the Town Administrator and Finance Director. A joint open meeting was convened to review the financial status and discuss significant long-term planning needs of the town. This collaborative process has continued. Joint meetings were held in June 2016, July 2017, January 2018, and January 2019. Strategic long-term financial planning remains a priority for the Finance Committee and is essential to managing the Town's fiscal matters.

## FY 2020 Budget

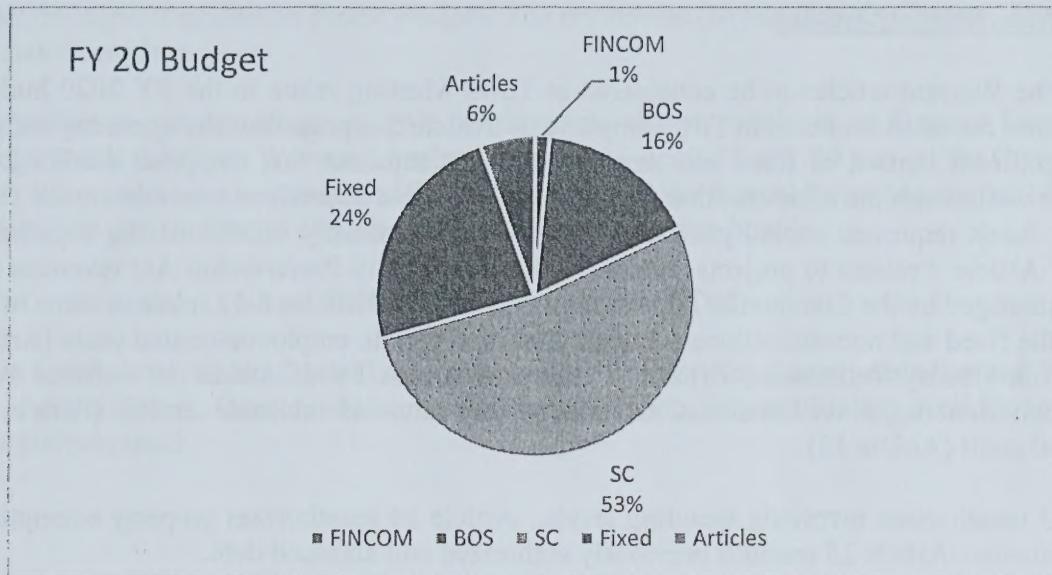
As directed by Town Bylaw, it is the responsibility of the Priorities Committee to develop revenue estimates and allocate those estimated revenues among the three sectors. The Priorities Committee is composed of two representatives each from the Board of Selectmen, School Committee and Finance Committee and is supported by the Town Administrator and Finance Director. Based on estimated available revenues from all sources and assuming not more than a 2.5% increase in the property tax levy, the Priorities Committee voted on November 29, 2018 to limit spending increases in the operating budgets over FY 2019 to 2.5174% for FY 2020 departmental budgets. The Finance Committee reviewed budget requests as part of its process of making the recommendations in this warrant. New information on fixed expenses reviewed by the Priorities Committee on March 12, 2019 allowed for the following increases over FY 2019 budgets: 4% increase for the Finance Committee sector (includes the library), 2.99% increase for the Selectmen sector, and a 2.94% increase for the School Committee budget (compared in table below).

The proposed FY 2020 total budget for the Town of Sharon is \$85,457,059, a 2.82% increase over FY 2019. If approved, the Town operating budgets would increase by 2.98%. The FY 2020 Town operating budget request is \$60,463,534 (total budget less “fixed and uncontrollable and special articles”), comprised of the Selectmen sector budgets of \$14,072,944, School Committee budget of \$45,108,051, and the Finance Committee sector budgets of \$1,282,539. The FY 2020 proposed total budget includes \$24,993,525 for the “fixed and uncontrollable and special articles” items<sup>1</sup>. A summary of the FY 2019 and 2020 budgets is provided below:

<b>SECTOR</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>% Change</b>
Finance Committee	\$1,233,224	\$1,282,539	4.00%
Selectmen	\$13,663,962	\$14,072,944	2.99%
School Department	\$43,818,836	\$45,108,051	2.94%
Fixed/Uncontrollable	\$20,109,624	\$20,265,733	0.78%
Special Articles	\$4,286,194	\$4,727,792	10.30%
<b>TOTAL</b>	<b>\$83,111,840</b>	<b>\$85,457,059</b>	<b>2.82%</b>

Taken together, fixed and uncontrollable and special articles represent an increase of \$597,707 (2.45%) over FY 2019.

<sup>1</sup> The \$3,837,378 for the Water Department enterprise fund operating and capital budgets are fully supported by water rates.



The fixed costs including debt service, property insurance, employee health insurance and other mandatory payroll charges (Medicare/FICA) increased by \$156,109 (0.78%) over FY 2019. The Town has been very successful in managing health insurance costs with little or no increase over the past several years.

The special articles (Articles 8-12), relate to retirement plan contributions for non-teaching personnel, other post-employment benefit (OPEB) costs, unemployment compensation, property valuation and audit services. These costs have increased by \$441,598 or 10.3% over FY 2019. The single biggest factor is the retirement plan contributions increase of \$289,148, as the Norfolk County Retirement System steadily works to fully fund the pension liability by 2029. Additionally, if approved, the Town would add \$350,000 to the OPEB fund, a \$50,000 increase over last fiscal year. Funding for capital items made by direct purchase (“cash capital”) will increase by \$81,950, reducing borrowing.

The proposed FY 2020 budget maintains adequate reserves as recommended by bond rating agencies, while providing some capacity for future debt as we consider expected modernization of the high school and a new library. Improved management of debt and resulting lower interest costs will have a positive effect on the FY 2020 budget. However, salaries and related benefits (including “fixed and uncontrollable” items such as health insurance, retirement plan obligations and related employment costs) make up a large percentage of the Town’s budget. Because salaries, employee benefits, and debt service represent the vast majority of the budget, there are few options to offset salary increases and associated costs. These costs are expected to outpace the growth in assessed property values, so without new sustainable revenue sources, the Town will be forced to further increase the property tax burden or reduce services. Maintaining the balance between providing the services and resources the citizens of Sharon have come to expect and desire and limiting the growth in property taxes is a constant challenge.

## Annual Town Meeting Articles

Most of the Warrant articles to be considered at Town Meeting relate to the FY 2020 budget. Article 4 sets the salaries of certain Town employees. Article 5 appropriates the operating budgets and a significant portion of fixed and non-discretionary expenses that comprise the FY 2020 budget, as well as sets the compensation of elected officials and authorizes a new enterprise fund. Article 6 funds requested capital purchases that are made annually outside of the department budgets. Article 7 relates to projects funded by the Community Preservation Act revenues and reserves managed by the Community Preservation Committee. Articles 8-12 relate to some of the items in the fixed and non-discretionary budget that fund certain employee-related costs (Article 8 – Norfolk County Retirement; Article 9 – Unemployment Fund; Article 10 – Other Post-Employment Benefits) as well as annual assessment inspection and valuation services (Article 11) and annual audit (Article 12).

Article 13 reauthorizes revolving spending levels. Article 14 reauthorizes property exemptions for the veterans. Article 15 rescinds previously authorized and unissued debt.

Article 16 would amend Chapter 189-1 of the Town's General Bylaws permitting the Town to deny an application, or revoke any local license or permit for any person or business who has not paid any local taxes or any other municipal charges, consistent with MGL Chapter 40, Section 57.

Article 17 would authorize funding for a new library at 1 School Street. Article 18 authorizes the Board of Selectmen to petition the Legislature to permit up to four all alcohol package stores in business districts.

Article 19 permits the establishment of residency requirements for firefighters under Massachusetts General Law Chapter 48, Section 58E. Article 20 authorizes the naming of a picnic pavilion for Ezra Schwartz. Article 21 would add a section to the Town's General Bylaws governing the discharge of water onto public right-of-way. Article 22 would rezone a parcel of Town-owned land located at 810 South Main Street from residential to Business District B.

The last three Articles are citizen petitions. Article 23 seeks to ban the use of plastic bags at retail stores. Article 24 is a Bylaw amendment to change title of the Board of Selectmen to "Select Board." Article 25 is a resolution to adopt a targeted reduction in greenhouse gas emissions.

A detailed discussion of each article and corresponding Finance Committee recommendations are presented in this Warrant. The Finance Committee voted timely recommendations for all articles for which it was provided with sufficient information. If new information becomes available after this Warrant was printed, the Committee may amend its recommendations at Town Meeting.

Lastly, the Finance Committee is pleased to be able to offer the citizens of Sharon the opportunity to review how their individual property tax dollars are spent in support of Town services through the Sharon Visual Budget platform. Sharon Visual Budget can be accessed from the Finance Committee page on the Town website via the link at the upper left "Sharon Visual Budget" or from an internet browser: <https://sharon.vb2.visgov.com/> Please note that Internet Explorer does not

*support full aspects of Sharon Visual Budget. You are advised to use Google Chrome, Firefox, or other search engines.*

Opportunities to ask questions or give opinions are always available at Finance Committee meetings and at the Open Warrant Meeting on Monday, April 29 at 7:30 p.m. at the Community Center. Please take time to understand the issues and attend the Annual Town Meeting on Monday, May 6 at 7:00 p.m. at Sharon High School and make your voice heard.

### **THE FINANCE COMMITTEE**

Patricia-Lee Achorn, Chair; Daniel Lewenberg and Ira Miller, Vice-Chairs; Anja Bernier, William Brack, Arnold Cohen, Gordon Gladstone, Charles Goodman, Edward Philips, Anil Ramoju, and Hanna Switlekowski

**TOWN OF SHARON, MASSACHUSETTS  
ANNUAL TOWN MEETING  
MONDAY, MAY 6, 2019**

**CONSENT AGENDA**

Warrant articles on a Consent Agenda are exceptions to the general process of Town Meeting. The Moderator, in consultation with the Town Administrator and Town Counsel, identify for Town Meeting consideration, those articles that they believe will generate no controversy and can be properly voted without debate. These articles are put on the Consent Agenda to allow the individual motions under these articles to be acted upon as one unit and to be passed without debate.

At the call of the Consent Agenda, the Moderator will read out the number of the articles, one by one. If one or more voters object to any particular article being included in the Consent Agenda, they say "hold" in a loud voice when the number is called. If only one voter requests to "hold" an article for discussion, the Moderator will then call for a second. If a second is offered, the article then will be removed from the Consent Agenda and restored to its original place in the Warrant to be debated and to be voted in the usual manner. After the calling of the individual items in the Consent Agenda, the Moderator will ask for a motion that the voters pass all items remaining as a unit on one vote. Use of the Consent Agenda process makes the Town Meeting more efficient by speeding up the handling of non-controversial items.

The Consent Agenda will be taken up as the first order of business at the beginning of the first session of the Annual Town Meeting on Monday, May 6, 2019.

Please review the list of articles and motions proposed for each article that comprises the Consent Agenda that follows the proposed motion:

**MOTION: Moved that the Town take Articles 2, 3, 8, 9, 10, 11, 12, 13, 14, 15 and 16 out of order and they be "Passed by Consent" in accordance with the motions shown on the Consent Agenda as printed on pages i-v of the Warrant for this Annual Town Meeting.**

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**Article 2:** To act upon the reports as printed and to hear any other reports and to act thereon.

**MOTION: Moved that the reports of the various officials, boards and committees be received for filing.**

**Article 3:** To hear the records of the donors of the Dorchester and Surplus Revenue School Fund and Trustees of the Edmund H. Talbot Fund and to choose trustees of the Funds and other officers not on the official ballot; or take any other action relative thereto.

**MOTION:** Moved that the Town Clerk cast one ballot for the Trustees of the Dorchester and Surplus Revenue School Fund as follows: Bettye Outlaw, Patricia MacDougall and Elizabeth Siemiatkaska; That the Town Clerk cast one ballot for the Trustees of the Edmund H. Talbot Fund as follows: Shirley Schofield, Marie Cuneo and Paul Bergeron; To accept the report of the donors of the funds.

**Article 8:** To see if the Town will vote to raise and appropriate a sum of money to be added to the special fund established to pay the Norfolk County Retirement Board for the Annual Assessment costs chargeable to the Town, and determine whether the money shall be provided by taxation, by transfer from available funds, or by a combination thereof; or take any other action relative thereto.

**MOTION:** Moved that the Town raise and appropriate the sum of \$3,842,292 to be added to the special fund established to pay the Norfolk County Retirement Board for the Annual Assessment costs chargeable to the Town.

**Article 9:** To see if the Town will vote to raise and appropriate a sum of money to be added to the special fund established to reimburse the Massachusetts Division of Employment and Training for the actual costs of benefits paid to former Town employees and chargeable to the Town, and determine whether to meet said appropriation by taxation, by transfer from available funds, or by a combination thereof; or take any other action relative thereto.

**MOTION:** Moved that the Town raise and appropriate the sum of \$75,000 to be added to the special fund established to reimburse the Massachusetts Division of Employment and Training for the actual costs of benefits paid to former Town employees and chargeable to the Town.

**Article 10:** To see if the Town will vote to raise and appropriate a sum of money to be added to the Other Post-Employment Benefits (O.P.E.B.) Trust Fund established to fund the presently unfunded liability of future health insurance costs for current town retirees and employees, and to determine whether to meet said appropriation by taxation, by transfer from available funds, by gift, or by a combination thereof; or take any other action relative thereto.

**MOTION:** Moved that the Town raise and appropriate the sum of \$350,000 to be added to the Other Post-Employment Benefits (O.P.E.B.) Trust Fund established to fund the presently unfunded liability of future health insurance costs for current town retirees and employees.

**Article 11:** To see if the Town will vote to raise and appropriate \$50,000 for the purpose of paying for the cost of services to perform property inspection and valuation services for properties within the Town of Sharon for Fiscal Year 2020 in accordance with M.G.L. Chapter 40, Section 56 and Chapter 58, Sections 1, 1A and 3, and to determine whether to meet said appropriation by taxation, by transfer from available funds, or by a combination thereof; or take any other action relative thereto.

**MOTION:** Moved that the Town raise and appropriate the sum of \$50,000 for the purpose of paying for the cost of services to perform property inspection and valuation services for properties within the Town of Sharon for Fiscal Year 2020 in accordance with M.G.L. Chapter 40, Section 56 and Chapter 58, Sections 1, 1A and 3.

**Article 12:** To see if the Town will vote to raise and appropriate a sum of money for the purpose of paying for the cost of services to perform an annual audit of fixed assets and audit of accounts of the Town of Sharon for Fiscal Year 2019 in accordance with M.G.L. Chapter 44, §40, and to determine whether to meet said appropriation by taxation, by transfer from available funds, or by a combination thereof; or take any other action relative thereto.

**MOTION:** Moved that the Town raise and appropriate the sum of \$64,000 for the purpose of paying for the cost of services to perform an annual audit of fixed assets and annual audit of accounts of the Town of Sharon for Fiscal Year 2019 in accordance with Chapter 44, Section 40 of the General Laws of the Commonwealth.

**Article 13:** To see if the Town will vote to authorize FY 2020 expenditure limits for the revolving funds listed below for use by town departments, boards, committees, agencies or officers under Massachusetts General Laws Chapter 44, § 53E½, to be expended in accordance with Article III of the Town's General Bylaws:

<b>Revolving Fund</b>	<b>Expenditure Limit</b>
Cable TV Licensing and Re-licensing Fund	\$20,000.00
Library Public-Use Supplies Replacement Fund	\$7,000.00
Library Materials Replacement Fund	\$3,500.00
Street Opening Fund	\$25,000.00
Solid Waste and Recycling Fund	\$1,800,000.00
Community Center Building Maintenance Fund	\$100,000.00
High School Parking Lot Fund	\$65,000.00
Railroad Parking Fund	\$550,000.00
Recreation Programs Revolving Fund	\$300,000.00
Waterfront Recreation Programs Revolving Fund	\$150,000.00
Conservation Commission Advertising Revolving Fund	\$4,000.00
Board of Health Fund for Monitoring Compliance with Septic Variance	\$20,000.00
Health Department Revolving Fund	\$40,000.00
Council on Aging Program Revolving Fund	\$50,000.00

Or take any other action relative thereto.

**MOTION:** Moved that the Town authorize FY 2020 expenditure limits for the revolving funds printed on pages 31-32 of this Annual Town Meeting Warrant for use by town departments, boards, committees, agencies or officers under Massachusetts General Laws Chapter 44, § 53E½, to be expended in accordance with Chapter 24, Article III of the Town's General Bylaws.

**Article 14:** To see if the Town will vote to accept Section 4, Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, and Chapter 380 of the Acts of 2000, which authorizes additional real estate exemptions to be granted to persons who qualify for property tax exemptions under Clauses 17, 17C, 17C 1/2, 17D, 17E, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C and 41D of M.G.L. Chapter 59, § 5 in an amount equal to 100 percent to be effective for the fiscal year beginning July 1, 2019 and ending June 30, 2020; or take any other action relative thereto.

**MOTION:** Moved that the Town accept Section 4, Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, and Chapter 380 of the Acts of 2000, which authorizes additional real estate exemptions to be granted to persons who qualify for property tax exemptions under Clauses 17, 17C, 17C 1/2, 17D, 17E, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C and 41D of M.G.L. Chapter 59, § 5 in an amount equal to 100 percent to be effective for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

**Article 15:** To see if the Town will vote to rescind the authorized, but unissued balances of various borrowing authorizations approved by the Town from time to time, which amounts are no longer needed to pay costs of completing the projects for which they were originally approved, or to take any other action relative thereto.

Town Meeting Date	Article	Purpose	Amount
May 19, 2003	21	school projects	\$ 1,446.00
May 19, 2003	23	Police Department equipment	\$ 240,000.00
May 3, 2004	9	school projects	\$ 2,346.00
May 3, 2005	12	school remodeling and equipment	\$ 2,850.00
May 2, 2006	12	Public Works equipment	\$ 1,108.00
May 2, 2006	13	school remodeling and equipment	\$ 1,857.00
May 2, 2006	20	Community Center remodeling	\$ 481,845.00
May 8, 2007	7	DPW projects	\$ 2,000.00
May 8, 2007	8	Police Department equipment	\$ 346.00
November 7, 2007	11	Horizons for Youth building renovation	\$ 67,900.00
May 5, 2008	16	school remodeling and equipment	\$ 397,915.00
November 17, 2008	11	remodeling of former Horizons for Youth building	\$ 100,000.00
May 4, 2009	19	DPW roads and sidewalks	\$ 807.00
May 4, 2009	21	school remodeling and equipment	\$ 734,569.00
May 4, 2009	26	library remodeling	\$ 18,400.00
May 4, 2009	27	recreation equipment and software	\$ 10,000.00
May 4, 2009	29	Information Technology equipment	\$ 2,000.00
November 9, 2009 and January 19, 2010	5, Q1	Middle School renovation	\$ 9,680,541.51
May 3, 2010	18G	Selectmen's office copier	\$ 3,000.00
May 3, 2011	14D	High School remodeling	\$ 2,054,740.00
May 3, 2011	14H	Council on Aging equipment	\$ 60,000.00
May 6, 2013	10D	school remodeling	\$ 566.00

May 5, 2014	10D	school department equipment	\$ 186.00
May 5, 2014	10H	Civil Defense electrical system repairs	\$ 15,000.00
May 4, 2015	6F	school remodeling, construction, and repairs	\$ 150.00
May 2, 2016	6-9	SPED vans	\$ 900.00
May 1, 2017	6C	school technology	\$ 1.00
May 1, 2017	6I	Council on Aging equipment	\$ 47,280.00
<b>TOTAL:</b>			<b>\$13,928,733.51</b>

**MOTION:** Moved that the authorized, but unissued balances of the borrowing authorizations printed on page 33 of this Annual Town Meeting Warrant, which amounts are no longer needed to pay costs of completing the projects for which they were originally approved, are hereby rescinded and of no further force or effect.

**Article 16:** To see if the Town will vote to amend its General Bylaws by amending Chapter 189. Licenses, Article 1, Granting or Renewal, by amending Section 189-1. List of delinquent taxpayers, by deleting the words "for not less than a twelve-month period,"

and further, to accept the provisions of M.G.L. Chapter 40, § 57, as amended by Chapter 218 of the Acts of 2016,

or take any other action relative thereto.

**MOTION:** Moved that the Town amend its General Bylaws by amending Chapter 189. Licenses, Article 1, Granting or Renewal, by amending Section 189-1. List of delinquent taxpayers, by deleting the words "for not less than a twelve-month period" and accept the provisions of M.G.L. Chapter 40, § 57, as amended by Chapter 218 of the Acts of 2016.

-- End --

**TOWN OF SHARON  
COMMONWEALTH OF MASSACHUSETTS  
ANNUAL TOWN MEETING  
MAY 6, 2019**

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Norfolk, ss.

To either of the Constables of the Town of Sharon in the County of Norfolk, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said town, qualified to vote in elections and in town affairs, to meet at the Arthur E. Collins Auditorium at Sharon High School, 181 Pond Street, Sharon, Massachusetts on **Monday, May 6, 2019, at 7:00 P.M.**, then and there to act on the following articles:

---

**Article 1: Appoint Finance Committee Members and Nominating Committee of the Finance Committee Members**

*Sponsored by: Nominating Committee of the Finance Committee*

To see if the Town will chose members of the Finance Committee for three-year terms, and to fill any vacancies on said Committee; and to approve the Moderator's appointments of five members of the Nominating Committee of the Finance Committee for one-year terms; or take any other action relative thereto.

**FINANCE COMMITTEE RECOMMENDATION:**

Approval of this article would endorse nominees to fill some or all of the expiring terms and vacancies on the Finance Committee. Article 2 of the Town of Sharon By-Laws states that it is the responsibility of the Nominating Committee of the Finance Committee to present to the voters for approval or other appropriate action its nominees.

Created by Sharon By-Law, the Finance Committee is composed of up to 12 members, each elected for a three-year term. Appointed by the Town Moderator, the Finance Committee Nominating Committee recommends to Town Meeting the names of residents who, in its opinion, would best fill the vacant positions.

The Finance Committee appreciates the work of the Nominating Committee of the Finance Committee. The Finance Committee's approval of this article is an approval of the Nominating Committee process and not an endorsement of a particular individual nominated for the Finance Committee.

**Nominating Committee of the Finance Committee**

In May 2019, four members of the Finance Committee are completing their terms. In addition there are two vacant seats to be filled and the potential to bring the committee to 12 members. The Nominating Committee of the Finance Committee interviewed the current incumbents who

expressed a desire to remain on the committee and any registered voters who expressed a desire to join the Finance Committee in serving the Town of Sharon.

The Nominating Committee of the Finance Committee has nominated the following residents to serve on the Finance Committee. A brief biography is provided by each nominee to allow the town residents to be familiar with the members' duly approved nominations.

Incumbents:

**Pat Achorn**

I have owned a home in Sharon for over thirty years. Currently a member of the Town of Sharon Finance Committee, I am serving my second three-year term. This is my second year as Chair of the Finance Committee; during two previous years, I was one of the Vice Chairs of the Committee.

Professional experience includes over thirty years of business administration experience, including six years directing finance and administration in an academic medical center and management of research institutes; with a reputation for critical thinking, financial control, strategic planning, facilities development, project management. Demonstrated ability to rationalize operations, grow new business, and manage across functional areas; recognized for the ability to develop effective multidisciplinary working relationships.

**Anja Bernier**

Anja Bernier has been a member of the Finance Committee since 2017. She holds two degrees in International Business, has more than twenty-five years of experience in financial analysis, and is currently the Managing Director of Efficient Evolutions LLC, a consulting firm specializing in business appraisal, company sale & company acquisition consulting. Anja is also a Certified Business Appraiser (CBA) and Certified Valuation Analyst (CVA), and has recent experience as an expert witness on financial and business operations matters in federal court. She has been a Board member of the National Association of Certified Valuators and Analysts (NACVA) MA Chapter since 2014, and is sought after as a speaker at national and international conferences on topics related to Mergers & Acquisition and Business Appraisal. Anja has two elementary school aged children in the Sharon Public Schools and has been living in Sharon since 2014.

**Bill Brack**

My wife, Jessica Ladd, and I moved to Sharon in 1995. We have two children, a recent graduate from Sharon High School in 2018 who is now a freshman in college and a 2015 graduate from Sharon High School who is a senior in college. I am a graduate of Boston University and Boston College Law School and am the Director of Human Resources and Development for a large public North American company. I was a soccer coach with the Sharon Soccer Association for 14 years. I am a member of the First Congregational Church of Sharon. I began serving on the Sharon Finance Committee in 2010 and served as Vice Chairman and Chairman of the Committee for several years.

**Gordon Gladstone**

I have been a Sharon resident since 1966. My wife and I have raised two children here and I have one grandchild living here. By education and license, I am a CPA and an attorney, although I no longer practice. I did practice as a CPA in public accounting for seventeen years and for twenty three years I was a CFO of a group of companies which included two general contractors. I was a member of the then-Warrant Committee in the late 1960's and early 1970's and was chairperson for one year. I have been on the Finance Committee the past fifteen years. I have been a member of the Sharon Standing Building Committee since 2001 and have been the chairperson for approximately sixteen years. I believe that my experience both professionally and in town government provides me with the tools necessary to function effectively on the Finance Committee.

**Anil Ramoju**

I have been a resident of Sharon since 2013 and I have lived here with my wife and two children. Both of my children attend Sharon Public Schools. I have earned a degree in electrical and electronics engineering; however, I have always maintained an interest in finance. By profession, I am an Information Technology Manager with 20 years of experience. Therefore, I have expertise in analyzing costs and budgets, executing projects under time constraints, and working with teams to deliver projects on time. In addition, I have served as a trustee for my condominium committee for a year. I was appointed as a member of the Finance Committee in October 2018 and I hope to be reappointed to complete the vacant term and advance my knowledge of the Town's finances in order to meet the residents' needs. I wish to give back to the community in which I live, and I believe that being part of the Finance Committee is a way to accomplish that.

**New Member:****Ann Keitner**

Since moving to Sharon in 2014 with my husband and two children, I have become an active volunteer in the school system. I previously served as the Sharon Early Childhood Center PTO President and currently serve as Treasurer on the boards of both the Cottage Street School PTO and Sharon Special Education Parent Advisory Council. I am also a member of the Superintendent's Parent Advisory Committee. I earned a Bachelor of Arts in Economics from William Smith College in Geneva, New York.

My professional career includes more than twenty-four years of financial services industry experience. I have worked in investment adviser and broker/dealer compliance, as well as custody services, custody and asset management marketing, and operations management. For the last five years, I have worked as a compliance consultant for both investment advisors and broker/dealers and previously worked at Liberty Mutual Asset Management Group Inc. as the Director of Investment Adviser Compliance, as Chief Compliance Officer for Hermes Fund Managers (North America) Inc., as President and Chief Compliance Officer for Hermes Fund Distributors, and as Assistant Vice President and Senior Compliance Officer for Standish Mellon Asset Management.

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**Article 2:                   Act on Reports**

*Sponsored by:*           *Board of Selectmen*

To act upon the reports as printed and to hear any other reports and to act thereon.

**FINANCE COMMITTEE RECOMMENDATION:**

Approval of this pro forma Article authorizes actions to be taken on reports.

The Board of Selectmen voted 2-0 in favor of approval.

THE FINANCE COMMITTEE VOTED 10-0-0 IN FAVOR OF APPROVAL.

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**Article 3:                   Sharon Friends School Fund Records & Appointments**

*Sponsored by:*           *Board of Selectmen*

To hear the records of the donors of the Dorchester and Surplus Revenue School Fund and Trustees of the Edmund H. Talbot Fund and to choose trustees of the Funds and other officers not on the official ballot; or take any other action relative thereto.

**FINANCE COMMITTEE RECOMMENDATION:**

Approval of this pro forma article authorizes acceptance of the records and appointments of the Sharon Friends School Fund.

The Board of Selectmen voted 2-0 in favor of approval.

THE FINANCE COMMITTEE VOTED 10-0-0 IN FAVOR OF APPROVAL.

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**Article 4:                   Personnel By-Law**

*Sponsored by:*           *Personnel Board*

To see if the Town will vote to amend the Personnel By-Law of the Town of Sharon as follows, or act in any way relative thereto:

A. By adopting as amendments to said By-Law, the following interim and/or emergency changes, additions or deletions made by the Personnel Board in its authority under Section 2.6 of the By-Law:

B. By striking out all classification schedules and pay schedules in Appendix A and Appendix B and substituting new classification schedules and new pay schedules. Appendix A and Appendix B as of July 1, 2019, except as other dates are specified.

- 1) That DPW employee Paul Spender be allowed to carry and use 6 of his remaining vacation days from the 2018 year into the 2019 year.
- 2) That the position of Systems Administrator be classified as an MP-2 within the Management Professional Category, effective May 21, 2018.
- 3) That the DPW Snow Removal Hand Crew be paid an hourly wage of \$17.86, effective November 19, 2018.
- 4) To approve all Recreation Department positions that will fall under the new minimum wage effective January 2019, regardless of step. Specifically, the Summer positions of: Sailing Instructor, Program Counselor and Gate Attendant.

#### APPENDIX A

THE FOLLOWING POSITIONS CONTAINED WITHIN CLASSIFICATION SCHEDULE SECTION ENTITLED 1.100-1.300 WITH ASSOCIATED PAY SCHEDULE SECTION 2.100-2.300 ARE NOT COVERED BY COLLECTIVE BARGAINING AGREEMENTS.

**EXECUTIVE CATEGORY**  
**JULY 1, 2019 - JUNE 30, 2020**  
**SECTION 1.100**  
**CLASSIFICATION SCHEDULE**  
**SCHEDULE/ANNUALLY**

Position	Minimum	Actual	Maximum
Administrative Assessor	77,180	83,640	106,540
Assistant to the Town Administrator	69,913	94,088	95,499
Council on Aging Executive Director	69,913	76,916	96,280
Director of Information Technology	87,559	113,668	122,842
Finance Director	94,759	118,422	137,495
Fire Chief	105,252	151,127	151,585
Library Director	77,140	92,488	96,425
Police Chief	106,410	169,000	169,000
Recreation Director	69,607	89,123	96,280
Superintendent of Public Works	104,878	141,435	151,555
Town Administrator	167,475	196,120	203,000
Town Engineer	83,585	117,177	117,852
Treasurer/Collector	80,606	81,480	112,606

**SECTION 1.200**  
**CLASSIFICATION SCHEDULE**

**SECTION 2.200**  
**PAY SCHEDULE**

Administrative Assistant to the Board of Selectmen  
 Board of Selectmen (hourly)  
 July 1, 2019 – June 30, 2020

<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>
26.26	26.78	27.31	27.86	28.42	28.99	29.56	30.15	30.74	31.37

MISCELLANEOUS  
 July 1, 2019 – June 30, 2020

Veterans' Agent (yearly)	20,673
Sealer of Weights & Measures	4,521
Animal Control Officer	
Assistant Animal Control/Senior Fill-In Officer	2,500 annually
Fill-In (Weekend/Sick/Holiday/Vacation Coverage)	49.70
Fill-In (Night Pager Coverage)	14.20/night
Fill-In (After Hour Coverage)	14.20/call
Animal Inspector (yearly)	4,263
Per Diem Public Health Nurse	30.00/hour
Adult Center Receptionist/Aide	17.97/hour
Recreational Basketball League Coordinator	8,300 yearly
Plumbing/Gas Inspector	25.00 per hour
Wire Inspector	25.00 per hour
DPW Temp/Summer Labor	11.16 11.39 11.61 11.85 12.09 12.32 12.58 12.83 13.08 13.35

Standing Building Committee Secretary (hourly) steps

Min	2	3	4	5	6
22.05	22.49	22.94	23.40	23.87	25.81

Project Manager for the Standing Building Committee (hourly) steps

Min	2	3	4	5	6	7	8
33.96	34.73	35.51	36.29	37.11	37.97	38.81	39.67

SUMMER EMPLOYMENT - PART-TIME  
 EFFECTIVE May 1, 2019 (hourly)

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>
Waterfront Director	20.00	20.50	21.00
Waterfront Supervisor	16.00	16.50	17.00
Asst. Waterfront Supervisor	15.00	15.50	16.00
	13.25	13.75	14.25

Lifeguard			
Lifeguard & WSI	14.00	14.50	15.00
Sailing Supervisor	19.00	19.50	20.00
Sailing Assistant Supervisor	15.00	15.50	16.00
Sailing Instructor	12.50	13.00	13.50
Sports Program Supervisor	19.00	19.50	20.00
Program Counselor	13.00	13.50	14.00
Gate Attendant	12.00	12.25	12.50
Gate Supervisor	15.00	15.25	15.50
Summer Maintenance	16.00	16.50	17.00
 <u>Part-Time Recreation - Effective 1/1/19</u>			
Program Instructor	35.00	36.00	37.00
Program Coordinator	19.00	19.50	20.00
Program Assistant	13.00	13.50	14.00
Per Game:			
Non-Certified Referee	15.00	15.50	16.00

## APPENDIX B

THE FOLLOWING POSITIONS CONTAINED WITHIN CLASSIFICATION SCHEDULE SECTIONS ENTITLED 1.400-1.800 WITH ASSOCIATED PAY SCHEDULE SECTIONS 2.400-2.800 ARE COVERED BY COLLECTIVE BARGAINING AGREEMENTS.

### MANAGEMENT PROFESSIONAL CATEGORY (FORMERLY ADMINISTRATIVE, TECHNICAL AND PROFESSIONAL CATEGORY)

#### SECTION 1.400 CLASSIFICATION SCHEDULE

MP-00	Assistant Town Engineer	MP-2	Animal Control Officer* Asst. Recreation Director*
MP-0	Building Inspector Water Systems Supervisor		Business Manager Info Svcs/Asst Library Director*
MP-1	Operations Supervisor Public Health Nurse* Forestry & Grounds Supervisor Health Agent for Engineering Conservation Administrator		Assistant Operations Supervisor Assistant Supervisor-Water Water Construction Supervisor Water Pump Station Operator
		MP-3	Recreation Athletic Supervisor

Health Administrator\*  
GIS Coordinator  
Facilities Supervisor

Case Mngr/Coord. Volunteer Svcs\*  
Technical Support Specialist\*

MP-4 Part-Time Public Health Nurse\*

\*The following positions work other than a 40 hour work week:

Info Services/Asst Library Director-37.5hrs

Public Health Nurse-30 hours

Animal Control Officer-25 hours

Asst. Recreation Director-37.5 hours

Case Manager/Coordinator of Volunteer Services-28 hours

Health Administrator-37.5 hours

Technical Support Specialist-19 hours

Part-time Public Health Nurse 2 hours (up to 10 hours for vacation coverage)

## SECTION 2.400

### PAY SCHEDULE/HOURLY

July 1, 2019 - June 30, 2020

Grade	Min	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step10	Step11	Step 12
MP-00	38.2910	39.1489	40.0328	40.9295	41.8523	42.8010	43.7629	44.7508	45.7516	46.7784	47.8311	48.7877
MP-0	36.3151	37.1341	37.9790	38.8238	39.7077	40.5913	41.5143	42.4373	43.3991	44.3868	45.3875	46.2954
MP-1	33.9628	34.7295	35.5094	36.2893	37.1083	37.9661	38.8110	39.6688	40.5656	41.5013	42.4373	43.2860
MP-2	30.8045	31.5321	32.2080	32.9489	33.6637	34.4307	35.2106	36.0032	36.8223	37.6411	38.4859	39.2555
MP-3	28.3145	28.9067	29.5306	30.2065	30.8824	31.5973	32.2861	33.0402	33.7676	34.5217	35.3015	36.0076
MP-4	25.7092	26.2810	26.8662	27.4638	28.0878	28.7377	29.3616	30.0114	30.7134	31.3763	32.0911	32.7330

### LIBRARY CATEGORY July 1, 2019 to June 30, 2020

LMP-3      Head of Youth Services  
                Head of Adult and Technology Services

LMP-4      Children's Librarian  
                Information Services Librarian

Grade	Min	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Max
LMP-3	28.26	28.93	29.57	30.22	30.89	31.59	32.31	33.06	33.77	34.53
LMP-4	25.70	26.28	26.87	27.48	28.09	28.72	29.35	30.06	30.73	31.41
L4	23.50	23.97	24.45	24.95	25.44	25.95	26.45	26.97	27.52	28.08

LOC-3a      Circulation Supervisor  
                Technical Services Supervisor

LOC-3b

LOC-4a      Library Assistant  
               Technical Services Asst.  
               Administrative Asst.-Library

LOC-4b

Grade	Min	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Max
LOC-3a	24.40	24.89	25.37	25.89	26.40	26.93	27.47	28.03	28.59	29.15
LOC-3b	23.10	23.57	24.03	24.52	25.02	25.53	26.02	26.54	27.07	27.61
LOC-4a	21.91	22.34	22.78	23.23	23.72	24.16	24.68	25.16	25.66	26.18
LOC-4b	20.77	21.20	21.60	22.04	22.49	22.93	23.40	23.87	24.33	24.83

Library Page    11.61

#### LABOR CATEGORY

##### SECTION 1.500  CLASSIFICATION SCHEDULE

Grade A Working Foreman-Operations  
               Senior Water Systems Tech  
               Working Foreman –Water  
               Working Foreman -Forestry&Grnds

Grade D Night Custodian  
               Grade E AutoEquipmentOperator  
                  Recreation Custodian  
                  Maint/Custodian DPW

Grade B Master Mechanic

Grade C Heavy Equip Operator  
               Aerial Lift Operator  
               Water Systems Tech  
               Working Foreman/Facilities Maint-Community Ctr.

##### SECTION 2.500  PAY SCHEDULE/HOURLY  July 1, 2019 - June 30, 2020

Grade	Min	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12
A	27.91	28.66	29.38	30.15	30.89	31.64	32.42	33.16	33.89	34.64	35.33	36.04
B	26.71	27.31	27.89	28.48	29.05	29.67	30.24	30.86	31.45	32.04	32.68	33.34
C	24.39	25.05	25.69	26.35	26.98	27.65	28.32	28.97	29.62	30.27	30.87	31.49
D	24.64	25.13	25.64	26.17	26.69	27.21	27.76	28.31	28.88	29.45	30.04	30.65
E	23.38	23.86	24.32	24.83	25.29	25.79	26.33	26.84	27.38	27.92	28.48	29.05

#### OFFICE OCCUPATION CATEGORY

##### SECTION 1.600  CLASSIFICATION SCHEDULE

OC-1      Assistant Accountant  
               Assistant Treasurer/Collector

- OC-2a      Administrative Assistant, Assessor  
               Office Manager/Transportation Coordinator, Council on Aging  
               Administrative Fire Secretary/Ambulance Records Supervisor  
               Assistant Town Clerk  
               Confidential Secretary to the Police Chief (40 hour work week)  
               Finance Assistant – Payroll/Revenue
- OC-2b      Collections Supervisor  
               Payroll / Employee Benefits Administrator
- OC-3a      Elections/Registration Secretary  
               Financial Assistant – Accounting (and Veteran's Agent, as assigned)
- OC-3b      Activities Program Coordinator for Council on Aging  
               Financial Assistant – Treasurer  
               Senior Clerk – Assessor  
               Secretary (as assigned to departments: Building & Engineering;  
               Recreation; Water; DPW Operations Division; Conservation)
- OC-4a      Administrative Assistant to the Board of Health  
               Secretary- Planning Board; Zoning Board of Appeals  
               Secretary - Finance Committee; Personnel Board
- OC-4b      Bus/Van Driver  
               Police Clerk  
               Secretary – Community Preservation Committee  
               Secretary – Sharon Standing Building Committee  
               Secretary – all other committees

**SECTION 1.600  
CLASSIFICATION SCHEDULE**

**SECTION 2.600  
PAY SCHEDULE/HOURLY**

Grade	Min	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
OC-1	30.1376	30.7381	31.3489	31.9804	32.6327	33.2745	33.9371	34.6204	35.3141	36.0181	36.7428
OC-2a	27.1352	27.6779	28.2315	28.7961	29.3720	29.9595	30.5587	31.1698	31.7932	32.4291	33.0777
OC-2b	25.9550	26.4741	27.0036	27.5436	28.0945	28.6564	29.2295	29.8141	30.4104	31.0186	31.6390
OC-3a	24.3917	24.8795	25.3771	25.8846	26.4023	26.9304	27.4690	28.0184	28.5787	29.1503	29.7333
OC-3b	23.1079	23.5701	24.0415	24.5223	25.0127	25.5130	26.0232	26.5437	27.0746	27.6161	28.1684
OC-4a	21.9173	22.3556	22.8028	23.2588	23.7240	24.1985	24.6824	25.1761	25.6796	26.1932	26.7171
OC-4b	20.7785	21.1940	21.6179	22.0503	22.4913	22.9411	23.3999	23.8679	24.3453	24.8322	25.3288

**PUBLIC SAFETY CATEGORY**

**SECTION 1.700  
CLASSIFICATION SCHEDULE**

**SECTION 2.700  
PAY SCHEDULE/WEEKLY**

**POLICE DEPARTMENT**  
**July 1, 2019 – June 30, 2020**

Patrol Officer		Code: PD-60						
PD-60A <u>Recruit</u> 914.69	PD-60B <u>Step 1 (acd)</u> 976.31	PD-60C <u>Step 2 (1)</u> 1,040.72	PD-60D <u>Step 3 (2)</u> 1,094.27	PD-60E <u>Step 4 (3)</u> 1,151.41	PD-60F <u>Step 5 (4)</u> 1,174.48	PD-60G <u>Step 6 (5)</u> 1,227.93	PD-60H <u>Step 7 (6)</u> 1,268.13	
Sergeant		Code: PD-80						
PD-80A <u>Step 1</u> 1,380.02	PD-80B <u>Step 2 (1)</u> 1,407.66	PD-80C <u>Step 3 (2)</u> 1,435.78	PD-80D <u>Step 4 (3)</u> 1,464.50	PD-80E <u>Step 5 (4)</u> 1,493.79				

The amounts of pay shown in the above schedule for position code PD-60 and PD-80 do not include the extra pay for educational qualifications provided for in the statutes and regulations of the State.

**DISPATCHERS**  
**July 1, 2018 – June 30, 2019\***

Relief 1	Relief 2	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
22.55	23.00	23.46	23.93	24.41	24.90	25.40	25.91	26.43	26.96

\* Rates for these position have been in effect, and will continue to be in effect, until such time as a new collective bargaining agreement is executed.

**POLICE CROSSING GUARDS**  
**July 1, 2019 – June 30, 2020**

Daily Rate:	Step 1	Step 2	Step 3
School Crossing Guard PD20	40.29	43.91	48.28
School Crossing Guard Supervisor PD20A			60.47

**POLICE SUPERIOR OFFICERS**  
**July 1, 2019 – June 30, 2020**

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
2,015.97	2,097.02	2,180.63	2,246.55	2,313.94	2,383.36

FIRE DEPARTMENT  
July 1, 2019 – June 30, 2020

SECTION 1.410  
CLASSIFICATION SCHEDULE

SECTION 2.410  
PAY SCHEDULE/WEEKLY

		<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>
Capt/EMT	FD90	\$1,477.46	\$1,507.01	\$1,582.36	
Capt/Medic	FD92	\$1,524.93	\$1,555.43	\$1,633.20	
Lt/EMT	FD80	\$1,347.46	\$1,401.37		
Lt/Medic	FD82	\$1,397.73	\$1,453.63		
F/F-EMT	FD60	\$1,088.37	\$1,138.84	\$1,187.97	\$1,271.21
F/F-Medic	FD62	\$1,135.82	\$1,186.29	\$1,215.34	\$1,318.64

Members of the Fire Department are eligible to receive additional compensation in each fiscal year in accordance with the following educational incentive program:

FOR 30 COURSE CREDITS CERTIFIED	\$14.50 PER WEEK
FOR 45 COURSE CREDITS CERTIFIED	\$19.25 PER WEEK
FOR AN ASSOCIATE'S DEGREE CERTIFIED	\$40.00 PER WEEK
FOR A BACHELOR'S DEGREE CERTIFIED	\$65.00 PER WEEK
FOR A MASTER'S DEGREE CERTIFIED	\$72.00 PER WEEK

CALL FIREFIGHTERS  
HOURLY COMPENSATION RATE  
July 1, 2010 - June 30, 2011

Hourly 20.00

THE FOLLOWING POSITIONS CONTAINED WITHIN CLASSIFICATION SCHEDULE SECTION ENTITLED 1.100-1.300 WITH ASSOCIATED PAY SCHEDULE SECTION 2.100-2.300 ARE NOT COVERED BY COLLECTIVE BARGAINING AGREEMENTS.

Deputy Police Chief	2,870.66/week
Deputy Fire Chief	2,315.52/week

**FINANCE COMMITTEE RECOMMENDATION:**

Approval of this Article would amend the Town's Personnel By-Law and implement the listed increases in salaries and wages for executive employees. Compensation for elected officials is dealt with in Article 5 of the Warrant.

The majority of the salaries contained in Article 4 are union contracts negotiated by the Board of Selectmen. This year contractual increases are 1.5% plus individual bargaining unit's "steps" and employee longevity as appropriate.

Also included in this Article is the compensation for the "Executive Category." For this group, the Selectmen propose salary increases and request concurrence of the Personnel Board. The base increase for Executive Category employees is 1.5% to match the union contractual increase, plus a performance bonus with the total increase not to exceed 3.5% (including the base) per individual. This year, the Executive salary adjustments vary between 2.5% and 3.5% contingent on the results of the individual's annual performance review.

In the fall of 2017, the Personnel Board requested information about executive's salaries, by individual job title, from fifteen towns (three adjacent and twelve considered comparable to Sharon). This extensive survey included information on minimum and maximum salary range, actual salary, steps in salary range, years of service, insurance (health, life) and funded deferred compensation.

That information was evaluated as follows to determine new executive salary ranges for Sharon:

1. The median, minimum and maximum salaries were calculated to determine Sharon minimum and maximum salary ranges per position.
2. 10% was added to the maximum salary range to assure that no incumbent would reach maximum before the next three year survey provided the performance adjustment did not exceed 3% per year.
3. The maximum salary for each range includes the 1.5% salary adjustment for FY 2020 and will be similarly adjusted in FY 2021. The comprehensive compensation survey will be repeated in the fall of 2021 to be used as the basis of executive group salaries for FY 2022.

A listing of the wages earned and paid to all Town employees can be found in the annual Town Report.

The Board of Selectmen voted 2-0 in favor of approval.

THE FINANCE COMMITTEE VOTED 10-0-0 IN FAVOR OF APPROVAL.

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**Article 5:                    FY 2020 Budget & Compensation of Elected Officials &  
                                    Establishment of the Cable Public Access Enterprise Fund**

*Sponsored by:*              *Finance Committee*

To fix the compensation of elected officers, to provide for a Reserve Fund, and to determine what sums of money the Town will raise and appropriate, including appropriation from other available funds, to defray charges and expenses of the Town, including debt and interest, for the Fiscal Year beginning July 1, 2019; and

To see if the Town will vote to accept the provisions of Chapter 44, § 53F½ of the Massachusetts General Laws establishing the Cable Public Access Enterprise Fund effective fiscal year 2020,

or take any other action relative thereto.

**FINANCE COMMITTEE RECOMMENDATION:**

Approval of this Article will fund FY 2020 Town operations as detailed. The Finance Committee has a statutory obligation to present to Town Meeting, for debate and approval, budgets for all town departments. The town departments are divided into three sectors: Selectmen, School Committee and Finance Committee. Each sector must develop budgets for the departments and committees in their respective sectors in the months leading up to Town Meeting.

As directed by town Bylaw, it is the responsibility of the Priorities Committee to develop revenue estimates and allocate those estimated revenues among the three sectors. It is the statutory responsibility of the Finance Committee to recommend to Town Meeting the amount to be spent.

The Priorities Committee, consisting of two representatives each from the Selectmen, School Committee and Finance Committee, unanimously voted to limit spending increases to an amount not to exceed the revenue generated from all sources assuming not more than a 2.5% increase in the property tax levy as permitted by Proposition 2 ½ for the three operational budget sectors funded in this article, plus fixed expenses and the items presented in Articles 8-12. The total amount requested for FY 2020's Town's budget appropriation under Articles 5 and 8-12 is \$85,457,059. Items such as the retirement and OPEB fund contributions, payments into the unemployment compensation fund, and the cost of the annual audit are included in the total amount, but are funded through separate articles.

The \$80,729,267 voted in Article 5 is allocated among the budget sectors as follows: Selectmen sector budgets of \$14,072,944, School Committee budget of \$45,108,051, and the Finance Committee sector budgets of \$1,282,539, with \$20,265,733 allocated for so-called "fixed and uncontrollable" items such as health and other insurances, debt service, and street lighting.

Additionally, \$4,727,262 will be voted in Articles 8-12 to pay for employee retirement and unemployment benefits, property valuation services, and annual audit services. If Article 5 and Articles 8 – 12 are approved, total spending for FY 2020 will have increased by \$2,345,219 or an increase of 2.82% compared to FY 2019.

The compensation for eight elected officials proposed for FY 2020 within the respective department budgets is unchanged, with the exception of the salary for Town Clerk, as follows:

- Selectmen - chair \$500, two members \$400 each
- Assessors – chair \$2,400, two members \$2,200 each
- Town Clerk - \$92,984
- Moderator - \$50

In addition, the proposed FY 2020 budget for the Water Department totals \$3,837,378 (including capital items to be appropriated under Article 6). As an enterprise fund, the Water Department expenses are funded exclusively by water rates.

Also at this year's Town Meeting, you are asked to accept state law establishing an enterprise fund for the receipt and distribution of public access cable franchise fees that are collected by Comcast and remitted to the town for distribution to Sharon Community TV. Town Meeting will then be asked to approve an enterprise fund budget appropriation that approximates these payments (approximately \$340,000) from Comcast so the funds can be distributed from the town to Sharon Community TV. The Commonwealth's Department of Revenue issued regulations requiring this procedure as a means of documenting the pass through of these receipts.

On November 29, 2018, the Priorities Committee estimated FY 2020 revenues would permit an overall increase in spending by the three operating sectors (Board of Selectmen, School Committee and Finance Committee) of 2.5174%. In February 2019, the Town issued bonds in support of capital projects at an interest rate of 2.72%. The debt service for these bonds was below that initially projected, so funds initially reserved for debt service payments could be made available for allocation to the operating budgets. The availability of funds moved from "fixed" to "operating", together with other adjustments due to more accurate financial information becoming available, yielded a revised available revenue allocation to the three operating sectors of \$174,770 in additional funds available for FY 2020. The Priorities Committee unanimously voted on March 12, 2019 to allocate these additional funds to maintain current services in the School Committee budget and Finance Committee sector budgets and to allow the Selectmen to leverage Federal grant funds to hire four (4) additional firefighter/paramedics to handle increased call volume on all shifts.

On April 1, 2019, the Finance Committee held extended discussions regarding the allocation of the additional \$174,770 to FY 2020 operating budgets, funds that became available only after budgets from each of the three sectors had been submitted and reviewed by the Finance Committee. For the School Committee, an increase of \$115,503 would fund a combination of 1.5 Math Intervention specialist positions and the Facilities Supervisor position that were to be left unfilled following retirements in the submitted budget. The \$42,985 available to the Board of Selectmen budget (together with other adjustments within various departments) would fund the Town's 25% share of the cost to hire four (4) firefighter/paramedics if Sharon receives the pending Assistance to Firefighters grant. The \$16,282 added to the Finance Committee sector was allocated to the Library budget that otherwise would have been cut to meet the original 2.5174% spending target. The additional allocation will secure annual state grant funds at current levels that support the provision of library services.

The overarching question with which the Finance Committee grappled was whether to recognize and appropriate newly available funds to the Town operating budgets. Members of the Finance Committee have a responsibility to the citizens of Sharon for oversight of the Town finances and hold a constant concern for the growth in operating expenses and the resulting impact on property taxes. The proposed FY 2020 budget is a level services budget; without the additional dollars that became available, the Finance Committee would consider making decisions on services provided by the Town to its residents in order to reduce the amount of the property tax increase.

Several members of the Finance Committee are of the opinion that the additional funds should not have been moved to the operating budget, since the Town anticipates large capital expenses and the associated significant property tax increases for a new High School and Library. The members

opposed to making additional funds available to the operating budget believe every dollar available should be saved and that the operating budget should not be increased just because additional money became available.

The Board of Selectmen voted 2-0-0 in favor of approval.

THE FINANCE COMMITTEE VOTED 7-3-1 IN FAVOR OF APPROVAL.

Account		FY20 Approp.	% over FY19	FY19 Approp.	% over FY18	FY18 Approp.	% over FY17	FY17 Approp.	% over FY16
114 Moderator	\$ 50.00	0.00%	\$ 50.00	0.00%	\$ 50.00	0.00%	\$ 50.00	0.00%	\$ 50.00 0.00%
131 Finance Committee	\$ 16,255.00	-5.80%	\$ 17,255.00	-6.98%	\$ 18,550.00	-15.63%	\$ 21,986.00	-6.77%	
152 Personnel Board	\$ 3,277.00	3.15%	\$ 3,177.00	0.00%	\$ 3,177.00	-11.48%	\$ 3,589.00	0.00%	
161 Town Clerk	\$ 169,236.00	2.27%	\$ 165,478.00	3.83%	\$ 159,380.00	2.96%	\$ 154,803.00	5.95%	
610 Library	\$ 1,093,721.00	4.44%	\$ 1,047,264.00	4.69%	\$ 1,000,305.00	3.26%	\$ 968,764.00	4.36%	
<b>Total Fin. Com. Budgets</b>	<b>\$ 1,282,539.00</b>	<b>4.00%</b>	<b>\$ 1,233,224.00</b>	<b>4.38%</b>	<b>\$ 1,181,462.00</b>	<b>2.81%</b>	<b>\$ 1,149,192.00</b>	<b>4.32%</b>	
122 Selectmen	\$ 397,308.00	-0.57%	\$ 399,570.00	4.60%	\$ 382,003.00	1.58%	\$ 376,059.00	-6.35%	
135 Accountant	\$ 257,945.00	-2.09%	\$ 263,438.00	3.38%	\$ 254,823.00	2.30%	\$ 249,100.00	-5.26%	
141 Board of Assessors	\$ 208,414.00	-4.19%	\$ 217,527.00	-8.27%	\$ 237,132.00	-2.61%	\$ 243,490.00	4.50%	
145 Treasurer	\$ 319,937.00	-2.94%	\$ 329,632.00	-3.31%	\$ 340,931.00	-6.48%	\$ 364,568.00	-4.26%	
151 Law	\$ 133,500.00	-5.65%	\$ 141,500.00	4.04%	\$ 136,000.00	2.03%	\$ 133,300.00	0.00%	
155 Information Technology	\$ 314,051.00	3.21%	\$ 304,272.00	-2.92%	\$ 313,437.00	8.50%	\$ 288,883.00	13.00%	
162 Elections & Registrations	\$ 144,275.00	5.12%	\$ 137,249.00	36.16%	\$ 100,803.00	-22.54%	\$ 130,128.00	18.60%	
171 Conservation Commission	\$ 127,295.00	3.21%	\$ 123,330.00	2.62%	\$ 120,185.00	1.26%	\$ 118,685.00	1.59%	
172 Lake Management	\$ 6,500.00	0.00%	\$ 6,500.00	0.00%	\$ 6,500.00	160.00%	\$ 2,500.00	0.00%	
175 Planning Board	\$ 14,600.00	7.35%	\$ 13,600.00	0.00%	\$ 13,600.00	0.00%	\$ 13,600.00	0.00%	
176 Board of Appeals	\$ 22,563.00	0.00%	\$ 22,563.00	0.00%	\$ 22,563.00	0.59%	\$ 22,430.00	0.57%	
195 Town Report	\$ 17,925.00	24.70%	\$ 14,375.00	7.48%	\$ 13,375.00	0.00%	\$ 13,375.00	7.65%	
210 Police	\$ 3,750,293.00	0.31%	\$ 3,738,688.00	3.48%	\$ 3,613,097.00	0.41%	\$ 3,598,465.00	3.06%	
220 Fire/Ambulance	\$ 3,650,077.00	5.43%	\$ 3,461,955.00	4.66%	\$ 3,307,856.00	3.20%	\$ 3,205,441.00	5.03%	
244 Weights & Measures	\$ 5,234.00	1.30%	\$ 5,167.00	2.13%	\$ 5,059.00	1.73%	\$ 4,973.00	1.72%	
249 Animal Inspector	\$ 4,423.00	1.68%	\$ 4,350.00	2.52%	\$ 4,243.00	1.95%	\$ 4,162.00	1.93%	
291 Civil Defense	\$ 11,472.00	0.00%	\$ 11,472.00	17.40%	\$ 9,772.00	0.00%	\$ 9,772.00	0.00%	
292 Animal Control Officer	\$ 80,852.00	1.92%	\$ 79,327.00	1.18%	\$ 78,403.00	1.64%	\$ 77,138.00	1.63%	
400 Dept of Public Works	\$ 3,733,706.00	5.37%	\$ 3,543,382.00	1.36%	\$ 3,495,681.00	7.10%	\$ 3,263,942.00	2.63%	
510 Board of Health - Services & Admin	\$ 224,882.00	3.39%	\$ 217,502.00	5.51%	\$ 206,146.00	2.54%	\$ 201,049.00	3.66%	
541 Council on Aging	\$ 302,878.00	-0.28%	\$ 303,731.00	2.51%	\$ 296,304.00	2.10%	\$ 290,206.00	-1.26%	
543 Veterans Agent	\$ 68,908.00	0.74%	\$ 68,402.00	0.59%	\$ 68,002.00	5.35%	\$ 64,550.00	12.92%	
544 Veterans Graves	\$ 5,400.00	0.00%	\$ 5,400.00	8.00%	\$ 5,000.00	8.70%	\$ 4,600.00	10.84%	
545 Commission on Disability	\$ 500.00	0.00%	\$ 500.00	0.00%	\$ 500.00	0.00%	\$ 500.00	0.00%	
630 Recreation	\$ 261,326.00	7.73%	\$ 242,580.00	4.36%	\$ 232,436.00	2.60%	\$ 226,537.00	5.53%	
691 Historical Commission	\$ 1,380.00	112.31%	\$ 650.00	0.00%	\$ 650.00	0.00%	\$ 650.00	0.00%	
692 Community Celebrations	\$ 7,300.00	0.00%	\$ 7,300.00	52.08%	\$ 4,800.00	0.00%	\$ 4,800.00	49.07%	
<b>Total Selectmen Budgets</b>	<b>\$ 14,072,944.00</b>	<b>2.99%</b>	<b>\$ 13,663,962.00</b>	<b>2.97%</b>	<b>\$ 13,269,301.00</b>	<b>2.76%</b>	<b>\$ 12,912,903.00</b>	<b>3.04%</b>	

Account		FY20 Approp.	% over FY19	FY19 Approp.	% over FY18	FY18 Approp.	% over FY17	FY17 Approp.	% over FY16
310	School Department	\$ 45,108,051.00	2.94%	\$ 43,818,836.00	3.31%	\$ 42,414,939.00	2.79%	\$ 41,263,961.00	3.18%
	<b>Total School Department</b>	<b>\$ 45,108,051.00</b>	<b>2.94%</b>	<b>\$ 43,818,836.00</b>	<b>3.31%</b>	<b>\$ 42,414,939.00</b>	<b>2.79%</b>	<b>\$ 41,263,961.00</b>	<b>3.18%</b>
320	Voc Tech School	\$ 240,000.00	-3.80%	\$ 230,320.00	-3.80%	\$ 239,410.00	-12.75%	\$ 274,388.00	-4.89%
321	Voc Tuition/Norfolk Ag. Tuition	\$ 9,000.00	-34.50%	\$ 7,860.00	-34.50%	\$ 12,000.00	-33.33%	\$ 18,000.00	-12.50%
9299	ARC of South Norfolk	\$ 9,916.00	0.00%	\$ 9,916.00	0.00%	\$ 9,916.00	0.00%	\$ 9,916.00	0.00%
132	Reserve Fund	\$ 500,000.00	0.00%	\$ 500,000.00	0.00%	\$ 500,000.00	0.00%	\$ 500,000.00	0.00%
490	Street Lighting	\$ 192,000.00	0.00%	\$ 192,549.00	0.00%	\$ 192,552.00	2.39%	\$ 188,052.00	0.29%
511	Board of Health - Waste Removal	\$ 99,500.00	-25.10%	\$ 89,500.00	-25.10%	\$ 119,500.00	0.00%	\$ 119,500.00	0.00%
710	Debt: Principal	\$ 6,522,300.00	-5.41%	\$ 6,440,000.00	-5.41%	\$ 6,808,327.00	2.05%	\$ 6,671,697.00	-10.11%
751	Debt Long term: Interest	\$ 2,096,067.00	2.30%	\$ 2,123,949.00	2.30%	\$ 2,076,129.00	-4.20%	\$ 2,167,138.00	-12.37%
914	FICA: Medicare	\$ 735,000.00	1.38%	\$ 735,000.00	1.38%	\$ 725,000.00	0.76%	\$ 719,535.00	2.00%
915	FICA: Social Security	\$ 10,500.00	0.49%	\$ 10,500.00	0.49%	\$ 10,449.00	0.00%	\$ 10,449.00	2.00%
920	Insurance	\$ 9,851,450.00	1.01%	\$ 9,770,030.00	1.01%	\$ 9,672,575.00	6.65%	\$ 9,069,740.00	1.17%
	<b>Total Fixed &amp; Uncontrollable</b>	<b>\$ 20,265,733.00</b>	<b>-1.26%</b>	<b>\$ 20,109,624.00</b>	<b>-1.26%</b>	<b>\$ 20,365,858.00</b>	<b>3.13%</b>	<b>\$ 19,748,415.00</b>	<b>-4.58%</b>
	<b>Town Total</b>	<b>\$ 80,729,267.00</b>	<b>2.41%</b>	<b>\$ 78,825,646.00</b>	<b>2.06%</b>	<b>\$ 77,231,560.00</b>	<b>2.87%</b>	<b>\$ 75,074,471.00</b>	<b>1.01%</b>
450	Water Department	\$ 3,637,377.76	16.54%	\$ 3,121,070.00	-28.85%	\$ 4,386,431.00	-15.75%	\$ 5,206,288.00	24.16%
	Water Dept.- Reserve	\$200,000	0.00%	\$200,000	0.00%	\$200,000.00	0.00%	\$200,000.00	0.00%
	<b>Total Water Department</b>	<b>\$ 3,837,377.76</b>	<b>15.55%</b>	<b>\$ 3,321,070.00</b>	<b>-27.59%</b>	<b>\$ 4,586,431.00</b>	<b>-15.16%</b>	<b>\$ 5,406,288.00</b>	<b>23.06%</b>
	<b>PEG Access (cable) Enterprise Fund</b>	<b>\$ 340,000.00</b>							
	<b>Total GF Budgets Less Fixed</b>	<b>\$ 60,463,534.00</b>	<b>2.98%</b>	<b>\$ 58,716,022.00</b>	<b>3.25%</b>	<b>\$ 56,865,702.00</b>	<b>2.78%</b>	<b>\$ 55,326,056.00</b>	<b>3.17%</b>

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**Article 6:                   Capital Outlay**

*Sponsored by:*           *Board of Selectmen*

To see if the Town will vote to consider the following items A through L, which will be voted as a block, or singly, or in any combination, but however voted, will be treated as a separate article and to raise and appropriate a sum of money for each of the capital outlay purposes herein mentioned, and to determine whether the money shall be raised by borrowing, taxation, previously authorized but unexpended capital funds, other closed accounts of the Town, or otherwise; or act in any way relative thereto.

**DEPARTMENT OF PUBLIC WORKS**

- 6A. Purchase of equipment by the Department of Public Works
- 6B. Resurfacing of public ways and reconstruction of sidewalks by the Department of Public Works

**WATER DEPARTMENT**

- 6C. Relaying of water mains for the Water Department
- 6D. Replacing or relining water distribution pipes and constructing a pump station to facilitate an emergency supply connection to the MWRA system via the Town of Norwood
- 6E. Replacement of water tank

**SCHOOL DEPARTMENT**

- 6F. Purchase of furniture for the School Department
- 6G. Purchase of technology equipment by the School Department
- 6H. Remodeling, reconstruction, and extraordinary repairs and improvements to public buildings and property by the School Department
- 6I. Purchase of other equipment by the School Department

**FIRE DEPARTMENT**

- 6J. Purchase of equipment by the Fire Department

POLICE DEPARTMENT

6K. Purchase of equipment by the Police Department

LIBRARY

6L. Repair portion of library roof by the Library

**FINANCE COMMITTEE RECOMMENDATION:**

Approval of Article 6 items 6A through 6L will raise and appropriate, borrow or use previously authorized, but unexpended capital project funds or other closed accounts, for the purpose stated:

**DEPARTMENT OF PUBLIC WORKS**

\$1,050,000 for the following purposes to be funded as indicated:

6A. \$370,000 to be borrowed to replace a dump truck and add a medium excavator.

6B. \$680,000 to be borrowed for the repaving/construction/reconstruction or road and sidewalk of all of Livingston Road and a small portion of Eisenhower Drive portion (Castle Drive to Queens Circle).

**WATER DEPARTMENT**

\$4,880,000 total to be borrowed by the Water Department (debt service for which will be paid from water rates) for the following:

6C. \$680,000 for water main replacement in the Heights area (phase 2 of a 3 phase replacement project).

6D. \$2,800,000 to create an emergency connection to the MWRA. This requires the building of a pump station off Tiot Street and bypass piping around the current low-pressure supply zone, as well as \$150,000 for the cleaning and lining of Norwood distribution mains (part of negotiated cost of connection through Norwood's water system).

6E. \$1,250,000 to replace the 1955 storage tank on Massapoag Avenue. This amount is in addition to the \$1,750,000 authorized for engineering, design and initial construction at the FY 2019 Town Meeting. A two-year construction schedule is anticipated, with the total estimated cost of \$3,000,000 budgeted over two fiscal years.

**SCHOOL DEPARTMENT**

\$2,387,805 for the following purposes to be funded as indicated:

6F. \$85,000 to be borrowed for district wide furniture replacement.

6G. \$507,140 for the following purposes to be funded as indicated:

a. \$25,000 to be borrowed to provide an additional thirty (30) wireless access points throughout the system. This purchase is important as the emphasis in technology applications shifts from stationary desktops to mobile devices.

- b. \$120,000 to be raised and appropriated to purchase 300 Chromebooks in a continuation of the 1:1 program. This is the fifth year of the program and, with this purchase, all of the students in grades 8-12 will have a computer.
  - c. \$16,000 to be funded from other closed accounts of the Town to replace several teachers' classroom computers.
  - d. \$25,200 to be funded from other closed accounts of the Town to replace old and/or broken (10 to 15 year old) classroom projectors. Approximately 5% of these devices are replaced annually.
  - e. \$20,000 to be funded from other closed accounts of the Town to update 2D/3D animation lab computers at Sharon High School.
  - f. \$85,000 to be borrowed to replace two (2) seven-year-old servers which combine processing and storage. The replacement equipment should provide faster processing, energy savings, safer storage, and reduce annual maintenance costs.
  - g. \$60,000 to be borrowed to begin the process of replacing eight-year-old switches. Current technology requires faster switches that can provide more power to access points down the line.
  - h. \$67,500 to be funded from other closed accounts of the Town to replace circa 2011 lab computers at the Middle School.
  - i. \$88,440 to be borrowed to add security cameras to all five (5) school buildings. Cameras and infrastructure are to be compatible across the district and compatible with fire and police technology.
- 6H. \$1,683,165 for the following purposes to be funded as indicated:
- a. \$16,500 to be raised and appropriated to continue the program of purchasing and installing acoustic amplification equipment in elementary and middle school classrooms.
  - b. \$50,875 to be borrowed to add impact resistant film to selected windows at structure grade level at each of the five schools. The film is not bulletproof, but rather prevents the glass from shattering, thereby preventing easy access through the window from the outside. The film slows down a potential intruder to give police a small, but crucial, amount of extra time to arrive at the scene and intervene.
  - c. \$20,000 to be funded by unexpended from prior closed projects for the purchase and installation of a solar shade canopy for the playground outside the Early Childhood Center. There is no shade in that area and it is uncomfortable or unusable at times due to the intensity of the sun.

d. \$20,040 to be funded by unexpended capital funds to install a guard rail where Kennedy Road abuts the East Elementary School playing fields. Absent such a guardrail, autos can accidentally veer into the fields and children playing in the fields have no barrier to prevent them from running into the street.

e. \$393,250 to be borrowed and added to \$175,000 previously appropriated to purchase and install a natural gas emergency generator at Heights Elementary School. Heights is the only school which does not have an emergency generator. The generator will provide power for emergency lighting, power to the kitchen freezers, and circulation of water to prevent freezing of pipes. The generator and infrastructure to accommodate it have been designed by a licensed architectural firm and licensed engineers.

f. \$1,182,500 to be borrowed to design and replace the parking lot, curbing, sidewalks and traffic configurations at Heights Elementary including alleviating drop-off/pickup congestion. This will include a traffic study including the impact of existing traffic lights.

6I. \$112,500 to be borrowed to replace three (3) Special Education vans as part of an annual replacement of vehicles. The purchase will include two (2) standard Special Education vans and one (1) handicapped accessible van.

#### FIRE DEPARTMENT

6J. \$455,000 for the following purposes to be funded as indicated:

a. \$350,000 from the Ambulance Reserve Fund for the purchase of a new ambulance. The current 2006 third line ambulance which only has basic life support capabilities will be retired, the current first and second line ambulances will become the second and third line ambulances and the newly acquired ambulance will become the frontline vehicle. A power load stretcher system will be purchased with the new ambulance to match the two remaining ambulances. There is a six month lead time to acquire the vehicle.

b. \$55,000 to be raised and appropriated to purchase a new vehicle for the Fire Chief to replace an eight-year-old vehicle. The existing vehicle will continue to be used, primarily for fire inspection/prevention activities. The vehicle currently being used for fire prevention will be maintained as a staff car for the EMS coordinator and for firefighters to attend training classes.

c. \$50,000 from the Ambulance Reserve Fund to purchase an EMS training mannequin. This item, which has interactive capability, will be used for advance life support training in a variety of skills from basic assessment to advanced life-support skills for pre-hospital, on-scene assessment of airways management, breathing assessment, vascular access, palpation and auscultation, fluid resuscitation, and EKG interpretation to complete training of the American Heart Association (AHA) Advanced Cardiac Life Support treatment algorithms.

## POLICE DEPARTMENT

6K. \$160,761 for the following purposes to be funded as indicated:

- a. \$120,000 to be raised and appropriated for the purchase of three (3) vehicles as part of an annual replacement program. The retired vehicles will be used by other departments for inspection services, and the older vehicles being replaced will be sold.
- b. \$35,000 to be raised and appropriated to purchase 9 mm caliber firearms to replace existing 45 mm firearms which are over ten years old. National police organizations and the F.B.I. recommend 9mm as the primary service weapon for local law enforcement agencies.
- c. \$5,761 from other closed accounts of the Town for the purchase of immersive computer generated use of force training system to be added to \$40,239 of drug forfeiture funds. This program provides scenarios under which an officer has to react to the event with varying use of force tools. It provides police officers the opportunity to regularly train for scenarios that do not occur in Sharon on a regular basis, or have not occurred so far, such as the simulation of an active shooter scenario.

## LIBRARY

6L. \$29,989 to be funded from unexpended funds from prior authorized and completed capital projects for roof repairs to the 1960 addition to the library. Even if a new library is approved, the 1960 roof shows several areas of moisture penetration through the rubber membrane and fiberboard which will need to be repaired for the continued operation of the library during construction of a new library and any future adaptive reuse of the North Main Street building.

The Board of Selectmen voted 2-0 in favor of approval.

THE FINANCE COMMITTEE VOTED 10-0-0 IN FAVOR OF APPROVAL.

Article Sub- Category	Description	Funding Source	Amount	Departmental Subtotals
	DEPT. OF PUBLIC WORKS			
6A	Dump Truck and Medium Excavator (Replacement)	B	\$ 370,000.00	
6B	Roadway/Sidewalks Improvements (Eisenhower, Livingston)	B	\$ 680,000.00	
	<i>DPW Subtotal</i>			<i>\$ 1,050,000.00</i>
	WATER DEPARTMENT			
6C	Heights Phase 2 Water Main Replacement	WB	\$ 680,000.00	
6D	MWRA Emergency Connection Pipe Improvement and Pump Station	WB	\$ 2,800,000.00	
6D	MWRA Emergency Pipe Improvements -Norwood Connection	WC	\$ 150,000.00	
6E	Water Tank Replacement - Massapoag Ave.	WB	\$ 1,250,000.00	
	<i>Water Department Subtotal</i>			<i>\$ 4,880,000.00</i>
	SCHOOL DEPARTMENT			
6F	DW Replacement furniture - classrooms	B	\$ 85,000.00	

6G	Wireless Access Points To Improve wireless computing	B	\$ 25,000.00	
6G	Renewal 1:1 Program 300 Chromebooks	C	\$ 120,000.00	
6G	Laptop replacement (teachers)	OCA	\$ 16,000.00	
6G	Projectors/monitors to replace old/broken classroom projectors	OCA	\$ 25,200.00	
6G	Replace 603 2D/3D Animation lab computers (SHS)	OCA	\$ 20,000.00	
6G	Replace VM servers with 2 server/storage all-in-one unit	B	\$ 85,000.00	
6G	Replacement of computer switches	B	\$ 60,000.00	
6G	Replace lab computers (SMS)	OCA	\$ 67,500.00	
6G	Install security cameras (District wide)	B	\$ 88,440.00	
6H	Acoustic Improvements	C	\$ 16,500.00	
6H	Install impact resistant security film on glass near entrances (DW)	B	\$ 50,875.00	
6H	Early Childhood Playground - install retractable shade cover	UCF	\$ 20,000.00	
6H	Install guard rail - Kennedy Rd Entrance (East)	UCF	\$ 20,040.00	
6H	Emergency Generator Additional Funding Request	B	\$ 393,250.00	
6H	Heights Parking Lot Replacement	B	\$ 1,182,500.00	
6I	Replacement Vans for Special Education Fleet (3)	B	\$ 112,500.00	
<i>School Department Subtotal</i>				\$ 2,387,805.00
<b>FIRE DEPARTMENT</b>				
6J	Ambulance	ARF	\$ 350,000.00	
6J	Chief's Command Vehicle	C	\$ 55,000.00	
6J	EMA Training Mannequin	ARF	\$ 50,000.00	
<i>Fire Department Subtotal</i>				\$ 455,000.00
<b>POLICE DEPARTMENT</b>				
6K	Vehicle Replacement (3 Marked cruisers)	C	\$ 120,000.00	
6K	Handgun Replacement	C	\$ 35,000.00	
6K	Computer Training Range	OCA	\$ 5,761.00	
<i>Police Department Subtotal</i>				\$ 160,761.00
<b>LIBRARY</b>				
6L	Roof Repair	UCF	\$ 29,989.00	
<i>Library Subtotal</i>				\$ 29,989.00
<b>GRAND TOTAL</b>				<b>\$ 8,963,555.00</b>
<b>SUMMARY OF FUNDING SOURCES:</b>				
AMBULANCE RESERVE FUND				
BORROW (NON-EXEMPT) General Fund				
WATER DEPT. BORROW (NON-EXEMPT)				
WATER CASH (water rates)				
CASH CAPITAL (to be raised from taxation)				
UNEXPENDED CAPITAL FUNDS				
OTHER CLOSED ACCOUNTS				
<b>TOTAL FUNDING SOURCES</b>				<b>\$ 8,963,555.00</b>

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**Article 7: Community Preservation Act Annual Funding & Projects**

*Sponsored by:* *Community Preservation Committee*

To see if the Town will vote to hear and act upon the recommendations of the Community Preservation Committee as follows: That the following amounts be appropriated or reserved from Fiscal Year 2020 Community Preservation Fund Revenues or CPA Fund Balance for Community Preservation purposes with each item considered a separate appropriation:

That the Town raise and appropriate the funds as shown in the breakdown below:

**APPROPRIATIONS:**

Purpose	Recommended Amount	Funding Source
Budget – Salaries	\$4,000	FY 2020 Annual Estimated Revenues
Budget – Expenses	\$16,000	FY 2020 Annual Estimated Revenues

(Community Preservation Committee Annual Funding – To raise and appropriate up to 5% of the Town’s portion of the expected Fiscal Year 2020 Community Preservation Fund Revenues, to permit the Community Preservation Committee to expend funds as it deems necessary for its administrative and operating expenses, in accordance with the provisions of M.G.L. Chapter 44B, Section 6 and amendments thereof.)

**RESERVES/PROJECTS:**

Purpose	Recommended Amount	Funding Source
Open Space/Recreation Projects	\$40,710	CPA Fund Balance
Open Space/Recreation Projects	\$214,759	FY 2020 Annual Estimated Revenues
Historic Resources Projects	\$167,237	FY 2020 Annual Estimated Revenues
Community Housing - Reservation	\$60,000	FY 2020 Annual Estimated Revenues
Fund Balance Reserve for CPA	\$142,956	FY 2020 Annual Estimated Revenues

Project	Category	Amount	Funding Source	Description
Records Conservation	Historic	\$117,067	FY 2020 Annual Estimated Revenues	To appropriate, as recommended by the Community Preservation Committee, for the rebinding, deacidification, mending and reinforcement of vital records dating back to 1765 for historic purposes under the Community Preservation Act, and to appropriate from FY 2020 Annual Estimated Revenues the sum of \$117,067 to the Town Clerk for such purposes.

Shelving Units for Historical Records	Historic	\$4,952	FY 2020 Annual Estimated Revenues	To appropriate, as recommended by the Community Preservation Committee, for roller shelving for the new Town Hall vault for historical records for historic purposes under the Community Preservation Act, and to appropriate from FY 2020 Annual Estimated Revenues the sum of \$4,952 to the Town Clerk for such purposes.
Conservation of Historic Materials	Historic	\$5,718	FY 2020 Annual Estimated Revenues	To appropriate, as recommended by the Community Preservation Committee, for the repair and conservation of four Sharon historical materials for historic purposes under the Community Preservation Act, and to appropriate from FY 2020 Annual Estimated Revenues the sum of \$5,718 to the Sharon Public Library for such purposes.
Carnegie Terrazzo Stairway Repair	Historic	\$7,200	FY 2020 Annual Estimated Revenues	To appropriate, as recommended by the Community Preservation Committee, for the repair of the original terrazzo stairs at the Carnegie building entrance for historic purposes under the Community Preservation Act, and to appropriate from FY 2020 Annual Estimated Revenues the sum of \$7,200 to the Sharon Public Library for such purposes.
Carnegie Roof Repair	Historic	\$32,300	FY 2020 Annual Estimated Revenues	To appropriate, as recommended by the Community Preservation Committee, for the repair of a portion of the Carnegie building for historic purposes under the Community Preservation Act, and to appropriate from FY 2020 Annual Estimated Revenues the sum of \$32,300 to the Sharon Public Library for such purposes.
Ames Street Park Pavilion	Recreation	\$40,710	CPA Fund Balance	To appropriate, as recommended by the Community Preservation Committee, for the placement of a concrete pad and the installation costs for the pavilion to be named in memory of Ezra Schwartz for recreation purposes under the Community Preservation Act, and to appropriate from CPA Fund Balance the sum of \$40,710 to the Recreation Department for such purposes.

Veterans Memorial Park Beach Playground	Recreation	\$179,220	FY 2020 Annual Estimated Revenues	To appropriate, as recommended by the Community Preservation Committee, for the construction of a playground structure with rubber safety surfacing and associated fence at Veterans Memorial Park Beach for recreation purposes under the Community Preservation Act, and to appropriate from FY 2020 Annual Estimated Revenues the sum of \$179,220 to the Recreation Department for such purposes.
Ames Street Softball Field Bleachers / Cement Pads	Recreation	\$35,539	FY 2020 Annual Estimated Revenues	To appropriate, as recommended by the Community Preservation Committee, for the replacement of four sets of bleachers and cement pads at the Ames Street softball fields for recreation purposes under the Community Preservation Act, and to appropriate from FY 2020 Annual Estimated Revenues the sum of \$35,539 to the Recreation Department for such purposes.

Or take any other action relative thereto.

#### **FINANCE COMMITTEE RECOMMENDATION:**

Approval of this article will appropriate and reserve the sum of \$645,662 from the Town's Community Preservation Fund (CPF) as follows:

##### Administrative expenses:

\$ 4,000	Budget-Salaries
<u>\$ 16,000</u>	Budget-Expenses
\$ 20,000	

##### Projects Appropriation/Reservations:

\$ 214,759	For Recreation from FY 2020 revenues
\$ - 40,710	For Recreation from CPA Fund Balance
\$ 167,237	For Historic Resources from FY 2020 revenues
\$ 60,000	For Community Housing Reservation from FY 2020 revenues
<u>\$ 142,956</u>	For Fund Balance Reserved for CPA from FY 2020 revenues
\$ 625,662	

The Community Preservation Act requires that annually the fund reserve or appropriate 10% of its revenues for each of the prescribed categories – Open Space (including recreational), Historic Preservation, and Affordable Housing – with the balance to be used in any of the three designated areas.

The total Appropriation/Reservations of \$625,662 and the \$20,000 for administrative expenses represents the allocations described. This is an annual appropriation for administrative expenses. Any unused amount from administrative expense is returned to the undesignated fund balance reserved for future project requests.

The CPC recommends that the Town fund the following projects from current revenues and accumulated/ current Reserves:

Historic – Records Project – Town Clerk – \$117,067

This is a continuation of the Town Clerk's project to preserve historical town records. The funds will go toward rebinding, de-acidification, mending and reinforcement of vital records dating back to 1765.

Historic – Shelving Units for Historical Records Project – Town Clerk – \$4,952

This will facilitate the Town Clerk's project to preserve and make available historical town records. The funds will go toward setting up roller shelves for easy accessibility of these historical town records.

Historic – Conservation of Historic Library materials – \$5,718

This sum was requested by the Sharon Public Library to repair and conserve four Sharon historical items, including: Sharon Will as Probate prior to 1793; Sharon papers; map of Sharon written on starch cloth with iron gall ink and a plot of the Mansion House dated 1854. This allocation will be matched with a state grant in the same amount.

Historic – Library repair of terrazzo steps – \$7,200

Approval of this appropriation will allow for the repair of several holes and cracks in the stairway of the historic Carnegie library.

Historic – Library Carnegie Roof Repairs – \$32,300

Approval of this appropriation will allow for the repair of one 5'x3' section near the south drain of the historic Carnegie library roof with Tremco Alpha-Guard system.

Recreation – Ames Street Park Pavilion – \$40,710

Approval of this appropriation will add to a \$60,000 state grant to build the Ezra Schwartz Memorial Pavilion at the Ames Street Park.

Recreation – Veterans Memorial Park Beach Playground – \$179,220

Approval of this appropriation, requested by the Recreation Department, will allow for the construction of playground structures with rubber safety surfacing and an associated fence at Veterans Memorial Park Beach.

Recreation – Replace Bleachers and Cement Pads at Ames Street Park Softball Fields – \$35,539

Approval of this appropriation will provide funds requested by the Recreation Department to replace four sets of bleachers and cement pads at the Ames softball fields.

The Community Preservation Committee voted 7-0-0 in favor of approval.

The Board of Selectmen voted 2-0 in favor of approval.

THE FINANCE COMMITTEE VOTED 10-0-0 IN FAVOR OF APPROVAL.

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**Article 8:                   Norfolk County Retirement Annual Assessment**

*Sponsored by:*           *Board of Selectmen*

To see if the Town will vote to raise and appropriate a sum of money to be added to the special fund established to pay the Norfolk County Retirement Board for the Annual Assessment costs chargeable to the Town, and determine whether the money shall be provided by taxation, by transfer from available funds, or by a combination thereof; or take any other action relative thereto.

**FINANCE COMMITTEE RECOMMENDATION:**

Approval of this article will allow the Town to pay its assessment costs pertaining to the Norfolk County Retirement System. The monies are used to fund pension liabilities of past and current Town employees. The proposed appropriation for FY 2020 was \$3,842,292, an 8.14% increase over last year's obligation of \$3,553,144. Since the Town has no choice but to fund its obligations to the Norfolk County Retirement System, the Finance Committee voted in favor of approval. Members of the Finance Committee expressed their concern over the ever increasing Town obligation for public sector pensions.

The Board of Selectmen voted 2-0 in favor of approval.

THE FINANCE COMMITTEE VOTED 10-0-0 IN FAVOR OF APPROVAL.

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**Article 9:                   Unemployment Fund**

*Sponsored by:*           *Board of Selectmen*

To see if the Town will vote to raise and appropriate a sum of money to be added to the special fund established to reimburse the Massachusetts Division of Employment and Training for the actual costs of benefits paid to former Town employees and chargeable to the Town, and determine whether to meet said appropriation by taxation, by transfer from available funds, or by a combination thereof; or take any other action relative thereto.

**FINANCE COMMITTEE RECOMMENDATION:**

Approval of this article will allow the Town to appropriate \$75,000 (unchanged from FY 2019) to the Unemployment Fund used to reimburse the Massachusetts Division of Employment and Training for the actual costs of benefits paid to former Town employees.

The Board of Selectmen voted 2-0 in favor of approval.

THE FINANCE COMMITTEE VOTED 10-0-0 IN FAVOR OF APPROVAL.

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**Article 10:                   Funding Other Post-Employment Benefits (O.P.E.B.) Trust Fund**

*Sponsored by:*           *Board of Selectmen*

To see if the Town will vote to raise and appropriate a sum of money to be added to the Other Post-Employment Benefits (O.P.E.B.) Trust Fund established to fund the presently unfunded liability of future health insurance costs for current town retirees and employees, and to determine whether to meet said appropriation by taxation, by transfer from available funds, by gift, or by a combination thereof; or take any other action relative thereto.

**FINANCE COMMITTEE RECOMMENDATION:**

Approval of this article would appropriate \$350,000 (an increase of 16.67% over FY 2019) to the Other Post-Employment Benefits Liability Trust Fund (“O.P.E.B. Trust Fund”) (G.L. Chapter 32B, § 20) to be used to fund the unfunded liability of future health insurance costs for current Town employees and retirees.

The \$350,000 would be deposited into a trust fund that could be invested in appropriate investment vehicles provided under state law and thus would earn interest, lowering the ultimate cost. The trust fund provides the Town with a favorable position with the bond rating authorities, as it demonstrates that the Town is planning for known future liabilities.

One member of the Finance Committee would prefer to pay for post-employment benefits as incurred rather than setting aside funds in anticipation of a future expense.

The Board of Selectmen voted 2-0 in favor of approval.

THE FINANCE COMMITTEE VOTED 9-1-0 IN FAVOR OF APPROVAL.

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**Article 11:                   Funding Assessor Inspection Services**

*Sponsored by:*           *Board of Assessors*

To see if the Town will vote to raise and appropriate \$50,000 for the purpose of paying for the cost of services to perform property inspection and valuation services for properties within the Town of Sharon for Fiscal Year 2020 in accordance with M.G.L. Chapter 40, Section 56 and Chapter 58, Sections 1, 1A and 3, and to determine whether to meet said appropriation by taxation, by transfer from available funds, or by a combination thereof; or take any other action relative thereto.

**FINANCE COMMITTEE RECOMMENDATION:**

Approval of this article will authorize the Town to pay the services to perform property inspection and valuation services for properties within the Town. The budgeted amount is \$50,000 for the FY 2020 appropriation. Funds for these services were previously included in the Assessor's budget, but have been moved to a separate fund to allow unexpended amounts to be carried over from one fiscal year to the next.

The Board of Selectmen voted 2-0 in favor of approval.

THE FINANCE COMMITTEE VOTED 10-0-0 IN FAVOR OF APPROVAL.

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**Article 12:                   Annual Audit Appropriation**

*Sponsored by:*              *Finance Director*

To see if the Town will vote to raise and appropriate a sum of money for the purpose of paying for the cost of services to perform an annual audit of fixed assets and audit of accounts of the Town of Sharon for Fiscal Year 2019 in accordance with M.G.L. Chapter 44, §40, and to determine whether to meet said appropriation by taxation, by transfer from available funds, or by a combination thereof; or take any other action relative thereto.

**FINANCE COMMITTEE RECOMMENDATION:**

Approval of this article will authorize the Town to pay the costs associated with the Annual Audit of Accounts. The budgeted amount is \$64,000 for FY 2020 appropriation (an increase of \$500 over FY 2019).

The Board of Selectmen voted 2-0 in favor of approval.

THE FINANCE COMMITTEE VOTED 10-0-0 IN FAVOR OF APPROVAL.

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**Article 13:                   Revolving Fund Authorizations**

*Sponsored by:*              *Board of Selectmen*

To see if the Town will vote to authorize FY 2020 expenditure limits for the revolving funds listed below for use by town departments, boards, committees, agencies or officers under Massachusetts General Laws Chapter 44, § 53E½, to be expended in accordance with Article III of the Town's General Bylaws:

Revolving Fund	Expenditure Limit
Cable TV Licensing and Re-licensing Fund	\$20,000.00
Library Public-Use Supplies Replacement Fund	\$7,000.00
Library Materials Replacement Fund	\$3,500.00
Street Opening Fund	\$25,000.00
Solid Waste and Recycling Fund	\$1,800,000.00
Community Center Building Maintenance Fund	\$100,000.00
High School Parking Lot Fund	\$65,000.00
Railroad Parking Fund	\$550,000.00
Recreation Programs Revolving Fund	\$300,000.00
Waterfront Recreation Programs Revolving Fund	\$150,000.00
Conservation Commission Advertising Revolving Fund	\$4,000.00

Board of Health Fund for Monitoring Compliance with Septic Variance	\$20,000.00
Health Department Revolving Fund	\$40,000.00
Council on Aging Program Revolving Fund	\$50,000.00

Or take any other action relative thereto.

**FINANCE COMMITTEE RECOMMENDATION:**

Approval of this article authorizes the spending limits for each of the different revolving funds for FY 2020.

The Board of Selectmen voted 2-0 in favor of approval.

THE FINANCE COMMITTEE VOTED 10-0-0 IN FAVOR OF APPROVAL.

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**Article 14:                   Property Tax Exemptions**

*Sponsored by:                 Department of Veterans' Services*

To see if the Town will vote to accept Section 4, Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, and Chapter 380 of the Acts of 2000, which authorizes additional real estate exemptions to be granted to persons who qualify for property tax exemptions under Clauses 17, 17C, 17C 1/2, 17D, 17E, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C and 41D of M.G.L. Chapter 59, § 5 in an amount equal to 100 percent to be effective for the fiscal year beginning July 1, 2019 and ending June 30, 2020; or take any other action relative thereto.

**FINANCE COMMITTEE RECOMMENDATION:**

Approval of this article would authorize the Board of Assessors to grant estate exemptions in FY 2020 for specific categories of veterans and their survivors, individuals with disabilities, individuals who are legally blind and qualified elders.

The Board of Selectmen voted 2-0 in favor of approval.

THE FINANCE COMMITTEE VOTED 10-0-0 IN FAVOR OF APPROVAL.

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**Article 15:                   Rescission of Authorized Unissued Debt**

*Sponsored by:                 Board of Selectmen*

To see if the Town will vote to rescind the authorized, but unissued balances of various borrowing authorizations approved by the Town from time to time, which amounts are no longer needed to pay costs of completing the projects for which they were originally approved, or to take any other action relative thereto.

<b>Town Meeting Date</b>	<b>Article</b>	<b>Purpose</b>	<b>Amount</b>
May 19, 2003	21	school projects	\$ 1,446.00
May 19, 2003	23	Police Department equipment	\$ 240,000.00
May 3, 2004	9	school projects	\$ 2,346.00
May 3, 2005	12	school remodeling and equipment	\$ 2,850.00
May 2, 2006	12	Public Works equipment	\$ 1,108.00
May 2, 2006	13	school remodeling and equipment	\$ 1,857.00
May 2, 2006	20	Community Center remodeling	\$ 481,845.00
May 8, 2007	7	DPW projects	\$ 2,000.00
May 8, 2007	8	Police Department equipment	\$ 346.00
November 7, 2007	11	Horizons for Youth building renovation	\$ 67,900.00
May 5, 2008	16	school remodeling and equipment	\$ 397,915.00
November 17, 2008	11	remodeling of former Horizons for Youth building	\$ 100,000.00
May 4, 2009	19	DPW roads and sidewalks	\$ 807.00
May 4, 2009	21	school remodeling and equipment	\$ 734,569.00
May 4, 2009	26	library remodeling	\$ 18,400.00
May 4, 2009	27	recreation equipment and software	\$ 10,000.00
May 4, 2009	29	Information Technology equipment	\$ 2,000.00
November 9, 2009 and January 19, 2010	5, Q1	Middle School renovation	\$ 9,680,541.51
May 3, 2010	18G	Selectmen's office copier	\$ 3,000.00
May 3, 2011	14D	High School remodeling	\$ 2,054,740.00
May 3, 2011	14H	Council on Aging equipment	\$ 60,000.00
May 6, 2013	10D	school remodeling	\$ 566.00
May 5, 2014	10D	school department equipment	\$ 186.00
May 5, 2014	10H	Civil Defense electrical system repairs	\$ 15,000.00
May 4, 2015	6F	school remodeling, construction, and repairs	\$ 150.00
May 2, 2016	6-9	SPED vans	\$ 900.00
May 1, 2017	6C	school technology	\$ 1.00
May 1, 2017	6I	Council on Aging equipment	\$ 47,280.00
<b>TOTAL:</b>			<b>\$13,928,733.51</b>

#### **FINANCE COMMITTEE RECOMMENDATION:**

Approval of this article would authorize the Town to rescind residual borrowing authorizations for the projects listed in the table above. The items range from the Annual Town Meeting of May 2003 with authorization to borrow for school projects and Police Department equipment to the Annual Town Meeting of May 2017 with the authorization to borrow for Council on Aging equipment. Occasionally, authorized borrowing amounts which include contingencies and/or grants are approved at a level greater than necessary to insure adequate funding of these projects, which have been completed and the amounts listed above are no longer needed. This good housekeeping article will allow us to clear the books of our current authorized, but unissued debt.

The Board of Selectmen voted 2-0 in favor of approval.

THE FINANCE COMMITTEE VOTED 10-0-0 IN FAVOR OF APPROVAL.

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**Article 16:                   Amend Chapter 189 of the General Bylaws and Accept Provisions of M.G.L. Chapter 40, Section 57**

*Sponsored by:*              *Board of Selectmen*

To see if the Town will vote to amend its General Bylaws by amending Chapter 189. Licenses, Article 1, Granting or Renewal, by amending Section 189-1. List of delinquent taxpayers, by deleting the words "for not less than a twelve-month period,"

and further, to accept the provisions of M.G.L. Chapter 40, § 57, as amended by Chapter 218 of the Acts of 2016,

or take any other action relative thereto.

**FINANCE COMMITTEE RECOMMENDATION:**

Approval of this article will allow the licensing authorities of the town to deny, revoke or suspend any local license or permit to any person, corporation or business enterprise who has neglected or refused to pay any local taxes, fees, assessments, betterments or any other municipal charges and has not filed a good faith application for an abatement or a pending petition. While current law applies to accounts delinquent for at least one year, approval of this article would eliminate the one year minimum delinquency threshold for withholding licenses and permits, aligning with a "good standing" requirement.

The law does not apply to various licenses and permits, including but not limited to: open burning, bicycle permits, children work permits, dog licenses, marriage licenses, or fishing licenses.

Approval of this article would provide greater incentive for taxpayers to keep their accounts in good standing.

The Board of Selectmen voted 2-0 in favor of approval.

THE FINANCE COMMITTEE VOTED 10-0-0 IN FAVOR OF APPROVAL.

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**Article 17:                   Sharon Public Library Project Funding**

*Sponsored by:*              *Board of Library Trustees*

To see if the Town will vote to appropriate a sum of money, said amount to be expended under the direction of the Standing Building Committee, for costs of the construction of the new Sharon Public Library at 1 School Street, including but not limited to, demolition of the existing building

at 1 School Street, design and architectural and engineering services and other legal and professional services, construction, landscaping, paving, utility and other site improvements, furnishing and equipping, and including all costs incidental and related thereto, (the "Project"); to determine whether this appropriation shall be raised by borrowing or otherwise, provided, however that the amount of the authorized borrowing shall be reduced by the amount of any grants or gifts received for the Project prior to the issuance of bonds or notes under this vote; to determine whether this appropriation shall be contingent on a vote at an election held to exempt from the limitations on total taxes imposed by M.G.L. Chapter 59, Section 21C (Proposition 2 ½) amounts required to pay the principal and interest on the borrowing for the project; to authorize the Town to apply for and accept any grants or loans available for the project, including funding from the Massachusetts Board of Library Commissioners Public Library Construction Program and any fundraised monies secured by the Sharon Library Foundation; or to take any action relative thereto.

#### **FINANCE COMMITTEE RECOMMENDATION:**

Approval of this article will appropriate funds, authorize borrowing, and allow Sharon residents the opportunity to vote at the May 21, 2019 Town Election to pass a debt exclusion to move forward with a new library to replace the deteriorating existing library that was built in 1914. The projected cost of the new library is approximately \$18 million. The cost to the town for the new library is expected to be approximately \$10.5 million, as Sharon has received a \$7.5 million library construction grant award. Failure to approve this article would remove Sharon from the state library construction grant program, forfeiting the \$7.5 million grant in the process, and leave the Town responsible for 100% of the costs of renovating and/or rebuilding the current library.

#### **Background**

At the May 5, 2014 Annual Town Meeting, voters approved Articles 10 and 11, authorizing the Sharon Public Library Board of Trustees to proceed with a feasibility study to examine the options for expanding and renovating its current library or building a new facility, along with authorization to apply for, accept, and expend any state grants which might be available for the library building planning and design project, with the town appropriating the sum of \$25,000 as a local match. At the November 17, 2014 Special Town Meeting, voters approved Article 4 to re-appropriate \$25,000 as a 1/3 match to the state funding for the feasibility study. At the May 2, 2016 Annual Town Meeting, voters approved Articles 21 and 22, which authorized the Library Board of Trustees to apply to the Massachusetts Public Library Construction Program Grant program. Finally, at the May 1, 2017 Annual Town Meeting, voters approved Article 20 to accept the preliminary schematic design for the proposed new library located at 1 School Street. The Town was placed in the sixth position on the Massachusetts Board of Library Commissioners (MBLC) wait list, and on July 13, 2017, was approved for a \$7.5 million grant. On January 24, 2019, the MBLC informed the Town that Sharon will be funded over 5 installments (once certain milestones are met) beginning in July 2019, provided local funding is approved. The vote for local funding will occur in two steps – Town Meeting on May 6, 2019 and a debt exclusion ballot question vote at the Town Election on May 21, 2019.

#### **Deteriorated Condition of Library**

In 2018, the Finance Committee appointed one of its members to serve as a liaison to the Library Board of Trustees to help support the library construction project and maintain an open dialogue with the Finance Committee throughout the process. The Library Director met with the Finance Committee in August 2018 after a significant flooding event in July in the lower level of the

building where both the community room and children's area are located. She presented the committee with the full history of the Sharon Public Library, dating back to its inception as the Carnegie Library in 1914, the 1960 addition, and the 1979 addition. The Library Director explained that the library building has numerous structural problems, which have greatly impacted the services and materials the library can provide, even as usage at the library has increased to one of the highest user usages in the Old Colony Library Network (OCLN).

The original building had seven load bearing columns to shore up the main beam. When the 1960 addition was put on, four lally columns (vertical support posts) were removed, and never put back in place. Another lally column was removed during the 1992 Americans with Disabilities Act (ADA) renovation, so all that remains presently are two columns to hold the main beam of the original building. As a result of the issues with the lally columns, it has been noted on several occasions since first being documented in September 2014 that the upper floor was in danger of collapsing. Between March 2018 and May 2018, it was determined that the best way to shore the beam and keep the library functioning was to add a lally column; however, even after adding this column, the load bearing capacity is still at only 100 lbs. per square foot, and libraries are required to be at 150 lbs. per square foot load bearing capacity.

In addition to the structural problems, there has been a history of flooding, including the latest July 2018 flood, which is due to the poor drainage installation from the 1960 addition. On several occasions, there have been leaks and the damage has caused the library to close and not be able to provide the services a library is supposed to provide. In December 2003, the library had to close due to damage to walls, an electrical panel, the elevator and fire alarms. In 2005, there was a major septic flood caused by a plumbing issue when the heating system in the stairway let go. There was also another flood in 2009 due to bathroom plumbing problems that cost the town more than \$100,000 in repair costs. Currently, the Library's septic system will not pass Title 5 and has a total capacity of 165 persons. Additionally, asbestos has been found within the library flooring, roof and ceilings.

All of these details made clear to the Finance Committee that there is a need for a new building. In addition, while it would cost the Town approximately \$10 million to update the current building with absolutely no additional space added and without many of the needed improvements that are present in the new building, it will cost the Town approximately \$10.5 million with the state funding for a brand new building with additional space and the features noted below.

#### Existing Library Reuse

The Finance Committee discussion concerning storm water damage and structural concerns at the library prompted a broader discussion on the future of the current library building by the Board of Selectmen on October 2, 2018. At that meeting, it was decided that a library re-use committee would be established to study future uses of the building, maximize potential options for the town to consider, and avoid the possibility of the building being left vacant.

#### Features of the New Library

The details of the design elements of the new library can be found in more detail at the Sharon Public Library's website <https://www.sharonpubliclibrary.org>. The proposed new library will serve the Town's current and future needs for the next fifty or more years. Opportunity for some

expansion on the lower level is incorporated in the most recent design. Here are some of the highlights of the new library building from the library's website:

**ADA Compliance for physical, sight and hearing challenged patrons**

Interior Access – the new library will be completely accessible for walkers and wheel chairs throughout the building, including aisles between shelving, spaces between computer stations, and space around tables and chairs throughout the building. A quiet study room with a specialized computer station dedicated to the needs of the hearing and sight challenged is provided. The community room will be hearing accessible via use of a hearing loop or other system. Bathrooms and water supply will be available on both floors.

Exterior Access – Handicapped accessible book drop and building entrance and handicapped parking spaces adjacent to the entrance to the new building will be provided.

Adults – the new library will have an expanded selection of adult and youth fiction, non-fiction, audio and video collections. There will be a new materials and large print area with plenty of comfortable seating. There will be an expanded computer technology center and a handicapped accessible local history room with meeting room capability. A quiet reading area with comfortable seating will accommodate patrons reading newspapers and magazines. Laptop/notebook computer counters with data access will be available throughout the building.

Adult Students – A quiet study area will allow for administration of proctored exams.

English for Speakers of Other Languages (ESOL) Instructors and Students – A meeting room will seat up to 18 students and will include shelving to accommodate specialized newspapers and other training materials.

Business Community and Work-at-home Business Partners – The library will have a “Business Pod,” which is a private meeting room with a white board, and data capability for private meetings with clients, conference calls, or Skype sessions.

Children and Families – The new library will have a separate children’s room with expanded picture book, easy reader, board book, audio, video, fiction and non-fiction collections. It will have a separate story time area with comfortable seating for both adults and children. There will be an early learning activity center inside the children’s room for craft and makerspace projects. To accommodate parents and young children, a family bathroom will be located inside the children’s room.

Tweens (middle school aged) – The new library will provide expanded fiction, non-fiction, audio, video, and magazine collections with comfortable seating. Table seating will provide a space for homework, quiet study and tutoring. A computer technology area will provide updated software programs.

Young Adult/Teen Area – The new library will have a separate Young Adult area with an expanded collection of college and career guides, test preparation materials, fiction, non-fiction, audio, video, and magazines with comfortable seating. This area will include a multi-media lab for the

production of audio and video presentations. There also will be a science, technology, engineering, art and mathematics (STEAM) Makerspace for hands-on creative learning activities, including robotics and team engineering projects. A computer technology center and counter-height seating area for laptop and personal use devices will complete the space.

Public Meeting Rooms – There will be a 120 seat community room that can be separated into two smaller meeting room spaces. Both rooms will have complete audio/visual capability and be constructed with sound deadening material to allow simultaneous use. The community room can be reserved for after-hours use and will have access to its own kitchenette, bathrooms, AV and table storage area. The room will also be ADA hearing accessible by means of a hearing loop or some other hearing technology.

Infrastructure – The new library will also feature technology upgrades including fiber cabling for better broadband connectivity. A generator will be installed to maintain the library as a “shelter in a storm facility.” Patrons can use the library to power their cell phones and other devices.

Additional information on the new library design is also available from the Sharon Public Library Foundation, Inc. (SPLF), a 501(c)(3) non-profit organization with a mission to raise private funds for the construction of a new Sharon Public Library (<http://sharonpubliclibraryfoundation.org/>).

### Financial Background

The Finance Committee believes that it is important for the voters to understand the library building project in the greater context of the overall planning process, other building activities, and projects that the Town has undertaken or will undertake in the near future. The fact is that the infrastructure of Sharon in terms of the old fire and police stations, Town offices, library, and high school has reached well past useful life. Action to update these facilities is taking place in the same time period. This of course creates challenges for the Town, to manage the impact of the necessary construction projects over a short period of time in such a way as to mitigate the impact on the taxpayers, while providing the necessary infrastructure to maintain essential town services of public safety, administration, the library and schools. The Town has been very successful leveraging available state aid for infrastructure projects, including financial support of the library project and high school project. More importantly, the Town’s aggressive approach to debt management over the last few years has resulted in a financial situation in which capital needed to finance critical large building projects like the library and new high school is available to the Town at reasonable interest rates.

The Finance Committee, Capital Outlay Committee, Board of Selectman and School Committee, with the advice and guidance of the Town Administrator and Finance Director, have worked very hard to put the Town into a capital and financial position to address our aging infrastructure and to ensure that much needed rebuilding can occur, to bring Sharon forward for the next 50 years.

While the final details of the budget for the library project are not complete and the high school project is only now entering the design phase, we felt it was important to roughly project the Town’s availability of capital and the impact of the capital expenditures for the library and high school on the borrowing capacity and debt burden of the Town. The chart below assumes library

borrowing of \$10 million in the winter of 2020 for 20 years at an interest rate of 4%. The assumption in the model is that approximately \$500,000 of the costs will not have to be borrowed because the Town will be able to identify available funding sources (as it has been able to do so in the past with other capital projects), such as unspent capital funds from other projects or one-time revenue sources. This is a conservative model, as the Town will likely only borrow what is needed in 2020 for the first phase of the library project and borrow the balance later as needed. The chart below also assumes a total 20-year borrowing of \$100 million for the high school project spread out over three years. Again, the high school costs and options are not finalized, and this is a conservative model for the same reasons as noted about the library debt. More information on the High School Building Project can be found at <https://sharonmapsproject.pt7.civic-cms.com>.

#### Sharon Town Debt Service Projections (April 2019)

Current debt service is based on existing debt as of March 2019; projected regular capital of borrowing of \$3,132,565 at 4% in winter 2020 for 15 years; and \$2,000,000 per year for regular annual capital needs in 2021 forward. The projections below do not reflect anticipated revenue enhancements from recreational marijuana sales, the Sharon Gallery, or other commercial development.

Projected library borrowing of \$10,000,000 at 4% in winter 2020 for 20 years, net of \$7,500,000 state library construction grant, other funding sources to be identified, and library foundation fundraising.

Projected High School borrowing of \$30,000,000 at 4% in winter 2020; \$50,000,000 at 4% in winter 2021; and \$20,000,000 at 4% in winter 2022, each for 20 years. Total estimated cost of \$160,000,000 with estimated \$60,000,000 in Massachusetts School Building Authority (MSBA) school construction grant funds.

All future borrowings are assumed at 4% with level principal payments. For example, \$1 million borrowed for 20 years will result in 20 equal payments of \$50,000 principal plus interest on the outstanding balance.

The projected numbers are non-cumulative in this model.

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
<b>1 Current Debt Service</b>	8,563,949	8,618,367	8,205,743	7,370,286	6,376,568	6,128,243	5,884,199	5,678,710
<b>2 Projected Debt Service - Annual Capital Equipment</b>	-	334,140	539,120	738,767	933,080	1,122,060	1,305,706	
<b>3 Current + Projected debt service Net of State Grants</b>	<b>6,613,323</b>	<b>6,667,745</b>	<b>7,295,858</b>	<b>7,301,352</b>	<b>7,115,334</b>	<b>7,061,322</b>	<b>7,006,258</b>	<b>6,984,416</b>
<b>4 Tax Levy</b> <i>(2019 Actual; 2020 Budget; and 2.5%/year growth thereafter)</i>	67,566,100	69,603,949	71,344,048	73,127,649	74,955,840	76,829,736	78,750,480	80,719,242
<b>5 Tax Rate \$1,000; on current valuation of 3,480,994,400</b> <i>(2019 Actual; 2020 Budget; and 2.5%/year growth in tax rate thereafter)</i>	\$19,410	\$19,995	\$20,495	\$21,008	\$21,533	\$22,071	\$22,623	\$23,189
<b>NUMBERS BELOW ARE NON-CUMULATIVE</b>								
<b>6 Library Debt Service Projection:</b>			\$900,000	\$880,000	\$860,000	\$840,000	\$820,000	\$800,000
<b>7 Projected increase in tax rate per \$1,000</b>		\$0.259	\$0.253	\$0.247	\$0.241	\$0.236	\$0.230	\$0.223
<b>8 Projected Incremental Levy and Tax Rate Impact (see 4 &amp; 5 above)</b>	1.26%	1.20%	1.15%	1.09%	1.04%			
<b>9 High School Debt Service Projection:</b>			\$2,700,000	\$7,140,000	\$8,780,000	\$8,580,000	\$8,380,000	\$8,180,000
<b>10 Projected increase in tax rate per \$1,000</b>		\$0.776	\$2,051	\$2,522	\$2,465	\$2,407	\$2,350	\$2,297
<b>11 Projected Incremental Levy and Tax Rate Impact (see 4 &amp; 5 above)</b>	3.78%	9.76%	11.71%	11.17%	10.64%			
<b>12 LIBRARY + HIGH SCHOOL DEBT SERVICE PROJECTION</b>	\$3,600,000	\$8,020,000	\$9,640,000	\$9,420,000	\$9,200,000	\$8,980,000		
<b>13 Projected increase in tax rate per \$1,000</b>	\$1.034	\$2,304	\$2,769	\$2,706	\$2,643	\$2,580		
<b>14 Projected Incremental Levy and Tax Rate Impact (see 4 &amp; 5 above)</b>	5.05%	10.97%	12.86%	12.26%	11.68%	11.12%		

Line 1: Current debt service for FY 2020 – FY 2026 based on existing long-term debt as of March 2019.

Line 2: If approved at the Annual Town Meeting, the Town will borrow \$3,132,565 at 4% in winter 2020 for 15 years, and is expected to borrow \$2,000,000 per year for its regular annual capital needs in FY 2021 forward.

Line 3: Reflects the state grant for the past school projects. They are expiring in 2022. Under the current model of MSBA school projects financing, the Town will receive reimbursements regularly as the projected is executed. MSBA reimbursements for the high school are built into the model.

Line 4: The tax levy is expected to grow at the annual rate of 2.5%.

Line 5: The tax rate will grow as the tax levy grows and total property valuation varies. Growth assumed at 2.5%.

Line 6: The dollar impact of borrowing \$10 million for the library in winter 2020 at the projected rate of 4%. The actual borrowing will be reduced by any other financing sources that may be identified and appropriated by the Town. The debt service will reduce accordingly. The final project cost is not yet determined, but is estimated to be \$18 million.

Line 7: Projected incremental tax rate impact (non-cumulative). To calculate the impact on your household tax bill, please multiply the assessed house value in thousands with factor on line 7. For example, the impact on a house valued at \$500,000 will be \$129.50 (\$500,000 x \$0.259/1,000).

Line 8: Projected incremental impact on tax levy and the tax rate (see 4 & 5 above).

Line 9: The dollar impact of borrowing \$100 million for the high school project.

Line 10: Projected incremental tax rate impact (non-cumulative). To calculate the impact on your household tax bill, please multiply the assessed house value in thousands with factor on line 10. For example, the impact on a house valued at \$500,000 will be \$388.00 (\$500,000 x \$0.776/1,000).

Line 11: Projected incremental impact on tax levy and the tax rate (see 4 & 5 above).

Line 12: The combined dollar impact of borrowing \$10 million for the library project and \$100 million for the high school project.

Line 13: Projected incremental tax rate impact (non-cumulative). To calculate the impact on your household tax bill, please multiply the assessed house value in thousands with factor on line 13. For example, the impact on a house valued at \$500,000 will be \$517.00 (\$500,000 x \$1.034/1,000)

Line 14: Projected incremental impact on tax levy and the tax rate (see 4 & 5 above).

### Conclusion

The Sharon Public Library is in desperate need of replacement. The current library can no longer meet the needs of the community. The Town has been fortunate to receive \$7.5 million in construction grants to support the project. The net cost of the library project to the Town is expected to be \$10.5 million. The Town is in a financial position in terms of capital planning and debt service to fund both the library and the high school building projects.

The Board of Selectmen will make its recommendation at Town Meeting.

THE FINANCE COMMITTEE VOTED 10-0-0 IN FAVOR OF APPROVAL.

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**Article 18:**      **Authorize Board of Selectmen to Petition the Legislature to Permit All Alcohol Package Stores in Business Districts A, B, D and the Light Industrial District**

*Sponsored by:*      *Board of Selectmen*

To see if the Town will vote to authorize the Board of Selectmen to file a Home Rule petition with the General Court of the Commonwealth of Massachusetts to file legislation on behalf of the Town for a special act as set forth below; and further, to authorize the General Court to make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and to authorize the Board of Selectmen to approve amendments which shall be within the scope of the general public objectives of this petition;

or take any action related thereto..

### **AN ACT RELATIVE TO THE TOWN OF SHARON TO GRANT LICENSES FOR THE SALE OF ALL ALCOHOLIC BEVERAGES, NOT TO BE DRUNK ON THE PREMISES.**

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Notwithstanding sections 11 and 17 of chapter 138 of the General Laws or any other general or special law to the contrary, the licensing authority of the town of Sharon may grant four (4) licenses for the sale of all alcoholic beverages not to be drunk on the premises, under section 15 of said chapter 138. Except as otherwise provided herein, such licenses shall be subject to all of said chapter 138 except section 17, provided that such licensed premises must be located in the Business District A, Business District B, Business District D or the Light Industrial District, provided that such use is allowed by right or by special permit in such applicable zoning district.

SECTION 2. This act shall take effect upon its passage.

### **FINANCE COMMITTEE RECOMMENDATION:**

Approval of this article will authorize the Town to petition the General Court for the ability to permit up to four all-alcohol licenses (not to be drunk on the premises) within Business Districts

A (Post Office Square), B (Sharon Heights Shopping Mall and Shaw's Plaza), D (Sharon Gallery), and the Light Industrial District (Route One).

Currently, the Town only has the ability to permit stores to sell beer & wine within its limits. This change will allow for the permitting of full package stores, meaning that stores would be able to sell a variety of spirits (i.e. vodka, whiskey, tequila) in addition to the aforementioned beer & wine. In recent years, the Town's longstanding reputation and designation as a dry town has evolved to meet the current sentiment and needs of its residents. All-alcohol licenses for consumption on premises have been granted to multiple restaurants, and stores have been permitted to sell beer and wine for residents to consume in their homes. Allowing the sale of all types of alcohol in Sharon will bring more commercial revenue to the Town, while providing convenience to residents who would no longer have to leave town to purchase spirits.

The Board of Selectmen voted 2-0 in favor of approval.

THE FINANCE COMMITTEE VOTED 10-0-0 IN FAVOR OF APPROVAL.

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**Article 19: Accept Provisions of M.G.L. Chapter 48, Section 58E – Firefighter Residency**

*Sponsored by:*      *Board of Selectmen*

To see if the Town will vote to accept the provisions of M.G.L. Chapter 48, §58E, and to authorize the Town to establish a residency requirement by a collective bargaining agreement; or take any other action relative thereto.

**FINANCE COMMITTEE RECOMMENDATION:**

Approval of this article would authorize the Town to accept the provisions of M.G.L. Chapter 48, Section 58E. This statute provides that in a city or town that accepts the statute "applicants for positions in and members of the regular fire department . . . may reside outside said city or town; provided, they reside within the commonwealth and within ten miles of the limits of said city or town." The rationale of the proponents of this article is as follows. Presently, M.G.L. Chapter 41, Section 99A applies to the Town. That statute provides that firefighter employees must live within 15 miles of the Town. However, in practice, many firefighters live beyond the 15 mile limit. Under M.G.L. Chapter 150E, Section 7(d)(g), if a collective bargaining agreement in a Town contains provisions contrary to Chapter 48, Section 58E, the "terms of the collective bargaining agreement shall prevail."

The present collective bargaining agreement between fire department employees and the Town provides that firefighters may live up to 50 miles from the Town. The collective bargaining agreement also states that fire department officers must live within a 15 minute drive from the fire department headquarters. The effect of the Town accepting the provisions of Chapter 48, Section 58E will be that the residency limit under the collective bargaining agreement will prevail over the 10 mile limit under Chapter 48, Section 58E. In addition, acceptance of the statute will have the effect of bringing the Town's current practices into compliance with statutory law. Acceptance will also reinforce Fire Department policy that firefighters seeking to be promoted to a position as

an officer are required to reside no further than a 15 minute drive from the fire station. This promotes a policy that in cases where speedy presence of an officer is required, officers will be able to get to the scene.

The Board of Selectmen voted 2-0 in favor of approval.

THE FINANCE COMMITTEE VOTED 10-0-0 IN FAVOR OF APPROVAL.

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**Article 20:**           **Naming of Pavilion at Dr. Walter A. Griffin Playground for Ezra Schwartz**

*Sponsored by:*       *Board of Selectmen*

To see if the Town will vote, pursuant to its General Bylaws Part I: Administrative Legislation, Chapter 61, Article II, to name the picnic pavilion to be constructed at the Dr. Walter A. Griffin playground as the Ezra Schwartz Pavilion, or take any other action relative thereto.

**FINANCE COMMITTEE RECOMMENDATION:**

In November of 2015, Sharon resident Ezra Schwartz was killed when a terrorist opened fire on a line of cars stuck in traffic in the West Bank. In the wake of this terrible tragedy, friends and family have worked diligently to find an appropriate, permanent tribute to Ezra within the Town that will honor his legacy for many years to come. Working with the Recreation Department, the Town has decided to erect and dedicate a new pavilion over the picnic area at the recently renovated Dr. Walter A. Griffin Playground on Ames Street. Through the leadership of Sharon's state legislative delegation, the project has been funded through the Commonwealth of Massachusetts' Fiscal Year 2019 Budget.

The Finance Committee feels that this is an appropriate tribute to a bright young man who was taken from our community far too soon, and join with both the Board of Selectmen and the Historical Commission in recommending favorable action on this article.

The Historical Commission voted 5-0 in favor of approval.

The Board of Selectmen voted 2-0 in favor of approval.

THE FINANCE COMMITTEE VOTED 10-0-0 IN FAVOR OF APPROVAL.

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**Article 21: General Bylaw Change: Add Section – Water Discharges to the Public Right-of-Way**

*Sponsored by:*      *Board of Selectmen*

To see if the Town will vote to amend its General Bylaws by amending Chapter 235 – Streets, Sidewalks and Public Places, Article 1, Use Restrictions, by adding a new Section 235-9.1, governing water discharges to the public right of way, as follows:

**§ 235-9.1. Water discharges to the public right-of-way**

No person shall pump, drain or discharge water or cause to be pumped, drained or discharged upon any public way or other public place in the Town without receiving prior written approval from the Superintendent of Public Works. Such approval may, without limitation, restrict the time and manner of said discharge. Under no circumstances shall said discharge cause a public inconvenience or interfere with the safety of the public. Discharges to public roadways are considered a public safety issue for the purposes of this by-law.

It shall be the property owner's responsibility to immediately correct any discharge to a public way or public place in the Town that causes a public inconvenience or interferes with the safety of the public, with the exception of natural groundwater flow. In the case where a property owner fails to address an issue identified by the Town, the Superintendent of Public Works, and/or the Town Engineer shall establish a plan to resolve the situation in the best interest of both parties. If the property owner fails or refuses to comply with the recommendations of the Superintendent of Public Works and/or the Town Engineer, the Town may, at its option, after providing prior written notice and a cost estimate to the property owner and the opportunity to meet with the Superintendent of Public Works and/or the Town Engineer to resolve the matter, undertake such remediation work. The work shall include, but is not limited to, costs of hiring outside services, administrative costs, material costs, labor costs and all expenses thereof shall be charged to the property owner. The property owner will be notified in writing by certified mail of the final cost estimate by the Town, if the Town is to perform the work. If the property owner opposes the cost estimate, the property owner may file a written protest objecting to the amount or basis of such costs with the Superintendent of Public Works within thirty (30) days of the date of the mailing of such notice to the property owner. The decision or orders of the Superintendent of Public Works shall be final. Further relief shall be to a court of competent jurisdiction.

If the Town completes the work and the amount due is not received within 30 days of the notice of billing, the costs shall become a special assessment against the property owner's property and shall constitute a lien on the property owner's property for the amount of such costs until such costs, including interest, are paid in full.

Or take any other action relative thereto.

**FINANCE COMMITTEE RECOMMENDATION:**

Approval of this article will add a new section to the Town's General Bylaws that prohibits any pumping, draining or discharging of water upon any public way or place in town without prior written approval. The proposed bylaw section identifies discharges to public roadways as a public safety issue.

This article is intended to address cases where a resident discharges the outflow from a sump pump in their cellar onto public ways, where seasonally it freezes, creating a public safety hazard. Approval of this article provides the DPW the authority to take action in these cases, that they currently do not have. The DPW intends to work with residents to remedy such cases, but public safety is the primary concern. In the past year, there were less than 10 cases that would have fallen within the scope of this proposed bylaw.

The Finance Committee generally saw the need to be able to address the safety hazard caused by such icing on sidewalks and streets and felt this was an appropriate solution. One member of the Finance Committee felt that there was not a need for this action given the low incidence of applicable cases, coupled with a potential difficulty in interpreting the new Bylaw.

The Board of Selectmen voted 2-0 in favor of approval.

**THE FINANCE COMMITTEE VOTED 9-0-1 IN FAVOR OF APPROVAL.**

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**Article 22:                   Amend Zoning Map – Rezone 810 South Main Street to Business District B**

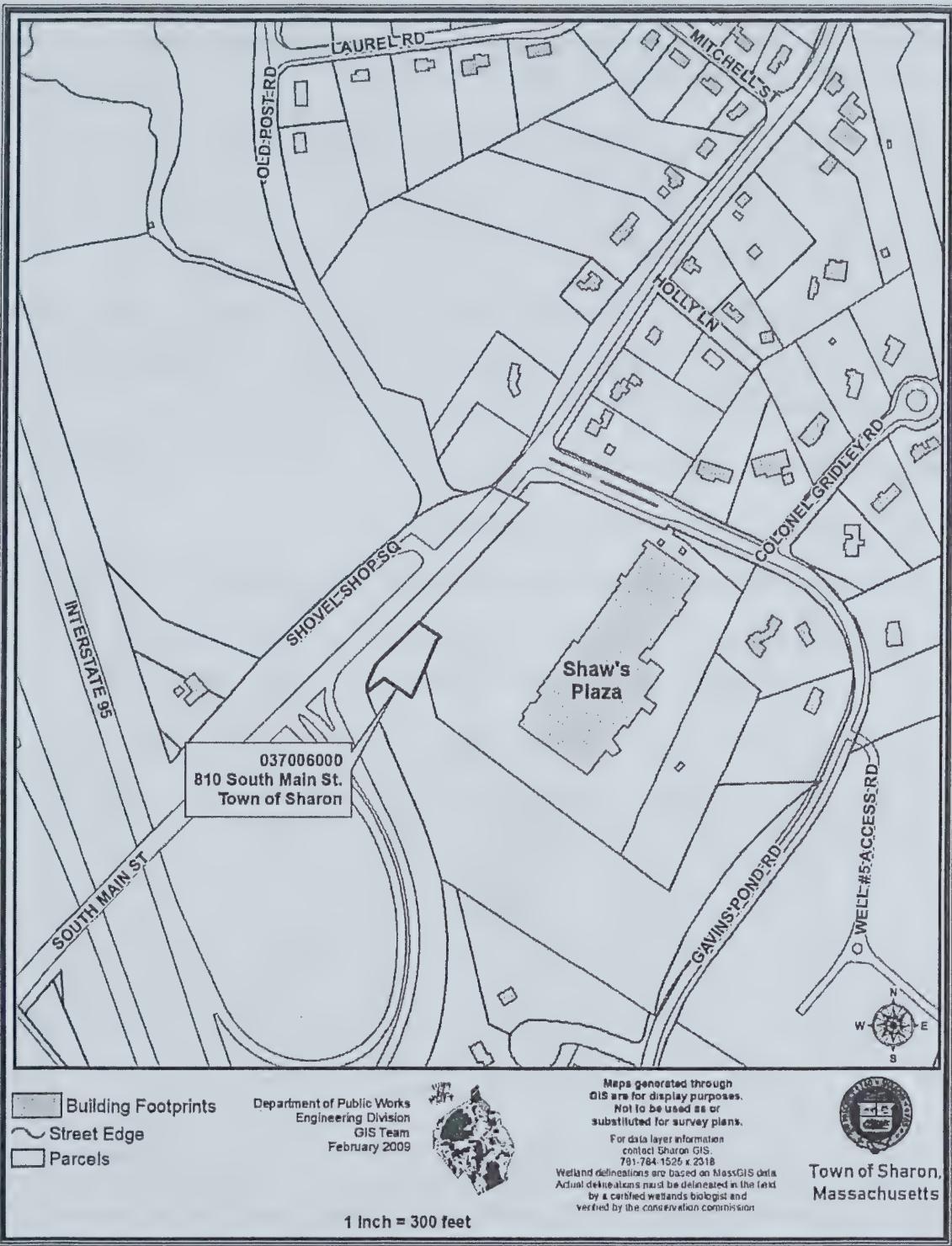
*Sponsored by:                 Board of Selectmen*

To see if the Town will vote to amend the existing Zoning Map of the Town of Sharon as follows:

By removing the following parcel of land from the Single Residence A District and establishing the same as part of the Business District B:

The portions of the Town layout, identified as "Section 4," and "Parcel 2-7-T" as shown on the Commonwealth of Massachusetts Department of Public Works Layout No. 5227, dated May 29, 1962, Sheet 5 of 15, recorded at the Norfolk County Registry of Deeds in Book 3994, Page 483 and in Plan Book No. 213 as Plan No. 668-682 of 1962. Said "Section 4" is otherwise known as 810 South Main Street, Sharon, Massachusetts and is identified as Sharon Assessor's Map 37, parcel 6, lot 0. Said parcel consists of approximately 16,585 sq. ft. of land and is shown on a plan entitled "Department of Public Works, Engineering Division, GIS Team, February 2009," a copy of which is on file with the Town Clerk.

Or take any other action relative thereto.



**FINANCE COMMITTEE RECOMMENDATION:**

Approval of this article would authorize the Board of Selectmen to amend the Zoning Map of the Town of Sharon by removing the following parcel of land from the Single Residence A District and establishing the same as part of the Business District B:

The portions of the Town layout, described as "Section 4" and shown on the Commonwealth of Massachusetts Department of Public Works Layout No.5227, dated May 29, 1962, Sheet 6 of 16, a copy of which is on file with the Town Clerk. Said "Section 4" is otherwise known as 810 South Main Street, Sharon, Massachusetts and is show as assessor's map 37, parcel 6, lot 0, and consists of approximately 16,585 square feet.

This rezoning decision will affect the Shaw's Plaza located at 700-800 South Main Street, specifically, those decisions and conditions regulating the parking lot and parking configuration for the plaza. This will help support the previous decisions taken by the Board of Appeals to address ongoing parking issues.

The Planning Board voted 4-0 in favor of approval.

The Board of Selectmen voted 2-0 in favor of approval.

THE FINANCE COMMITTEE VOTED 10-0-0 IN FAVOR OF APPROVAL.

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**Article 23:                    Citizen Petition – Plastic Waste Reduction Bylaw Amendment**

*Sponsored by:                Debbie Tatro, 10 Sturges Road, and 21 others*

To see if the town will vote to amend its General Bylaws Part II: General Legislation, Chapter 226: Solid Waste, by adding a new Section 226-11: Plastic Waste Reduction, as follows:

**§226-11 Plastic Waste Reduction**

**A. Purpose.** The purpose of this Bylaw is to protect the Town of Sharon's natural beauty and irreplaceable natural resources, by reducing the number of single-use plastic check-out bags that are distributed and used in the Town of Sharon, and by promoting the use of reusable bags.

**B. Definitions**

**CHECK-OUT BAG** shall mean a bag provided by a store to a customer at the point of sale. Check-out bags shall not include bags, whether plastic or not, in which loose produce or products are placed by the consumer to deliver such items to the point of sale or check out area of the store.

**RECYCLABLE PAPER BAG** shall mean a paper bag that is 100% recyclable and contains at least 40% post-consumer recycled content, and displays in a visible manner on the outside of the bag (1) the word "recyclable" or a symbol identifying the bag as recyclable and (2) a label identifying the bag as being made from post-consumer recycled content and the percentage of post-consumer recycled content in the bag.

**RETAIL ESTABLISHMENT** shall mean any business facility that sells goods directly to the consumer whether for or not for profit, including, but not limited to, retail stores, restaurants, pharmacies, convenience and grocery stores, liquor stores, seasonal and temporary businesses.

**REUSABLE CHECK-OUT BAG** shall mean a sewn bag with stitched handles that is specifically designed for multiple reuse and that

- (1) can carry 25 pounds over a distance of 300 feet;
- (2) can be washed or disinfected; and,
- (3) is made of either
  - (a) natural fibers such as cotton; or
  - (b) durable, non-toxic plastic, that is generally considered a food-grade material (ie. not polyethylene or polyvinyl chloride), and is more than 4 mils thick.

**THIN-FILM, SINGLE-USE PLASTIC CHECK-OUT BAGS** shall mean those bags that are less than 4.0 mils thick, constructed of high-density polyethylene (HDPE), low density polyethylene (LDPE), linear low density polyethylene (LLDPE), polyvinyl chloride (PVC), polyethylene terephthalate (PET), or polypropylene (other than woven and non-woven polypropylene fabric), and typically with handles.

**TOWN OFFICIAL** shall mean an official within the Sharon Board of Health or Health Department.

### **C. Regulated Conduct**

- (1) No Retail Establishment in the Town of Sharon shall provide Thin-Film, Single-Use Plastic Check-Out Bags to customers.
- (2) If a Retail Establishment provides or sells Check-Out Bags to customers, the bags must be one of the following:
  - (a) Recyclable paper bag; or
  - (b) Reusable Check-Out bag.
- (3) Retail Establishments that make available exempt thin-film plastic bags, as described in Section D below, are required to provide for in-store collection and proper recycling of returned thin-film plastic bags (with the exception of bags used to wrap and transport meat). In-store collection locations must be prominently displayed and easily accessible. Retail Establishments with a floor area less than 3,500 square feet that make available exempt thin-film plastic bags are not required to provide for in-store collection/recycling of these bags if another drop off location or no-fee option is available in the Town of Sharon.

### **D. Exemptions**

Thin-film plastic bags, typically without handles, which are used to contain newspapers, produce, meat, bulk foods, wet items, dry cleaning, and other similar merchandise are not prohibited under this Bylaw.

### **E. Enforcement**

- (1) The Town Official shall have the authority to administer and enforce this Bylaw.
- (2) The enforcing authority, upon a determination that a violation of the Bylaw has occurred, shall issue a written notice to the establishment specifying the violation, in the form of either a warning or fine according to the following schedule:
  - (a) For the first violation, a written warning.
  - (b) For the second violation, a fine of \$50.

(c) For the third and subsequent violations, a fine of \$100.

(3) No more than one (1) penalty shall be imposed upon a Retail Establishment within a seven (7) calendar day period.

#### **F. Effective Dates**

This Bylaw shall take effect six (6) months after approval of the Bylaw by the Attorney General or on November 6, 2019, whichever is later, for Retail Establishments with a floor area equal to or exceeding 3,500 square feet or with at least two (2) locations under the same name within the Town of Sharon that total 3,500 square feet or more. This Bylaw shall take effect one (1) year after approval by the Attorney General for Retail Establishments less than 3,500 square feet. The Town Official may exempt a Retail Establishment from the requirements of this section for a period of up to six (6) months upon a finding by the Town Official that (1) the requirements of this section would cause undue hardship; or (2) a Retail Establishment requires additional time in order to draw down an existing inventory of thin-film, single-use check-out plastic bags.

#### **G. Regulations**

The Town Official may adopt and amend rules and regulations to effectuate the purposes of this Bylaw.

#### **H. Severability**

If any provision of this Bylaw is declared invalid or unenforceable the other provisions shall not be affected thereby.

Or take any other action relative thereto.

#### **FINANCE COMMITTEE RECOMMENDATION:**

Approval of this article would ban retail establishments in the Town of Sharon from providing thin-film, single-use plastic check-out bags to customers. Retail establishments could only provide check-out bags to customers which are either made out of recyclable paper or meet the definition of a reusable check-out bag. This article provides an exemption for thin-film plastic bags, typically without handles, which are used to contain newspapers, produce, meat, bulk foods, wet items, dry cleaning, and other similar merchandise. These uses would NOT be prohibited under this Bylaw. However, the Bylaw would require retail establishments that make available exempt thin-film plastic bags, to provide for in-store collection and proper recycling of returned thin-film plastic bags (with the exception of bags used to wrap and transport meat). Retail establishments with a floor area less than 3,500 square feet that make available exempt thin-film plastic bags will NOT be required to provide for in-store collection/recycling of these bags if another drop off location or no-fee option is available in the Town of Sharon.

A world without plastics seems unimaginable today, but their large scale production and use only started in the 1950s. According to an article “Production, use, and fate of all plastics ever made” published in 2017 in “Science Advances” by three scientists employed at the University of California, University of Georgia, and the Sea Education Association in Woods Hole, it is estimated that 8,300 million metric tons of virgin plastics have been produced as of 2017. As of 2015, 6,300 metric tons of plastic waste had been generated, 9% of which had been recycled, 12% was incinerated, and 79% (4,977 million metric tons) accumulated in landfills or the natural

environment. It is also estimated that by 2050, 12,000 million metric tons of plastics will be in landfills or the natural environment. The rate at which plastic waste is accumulating is accelerating. While many different kinds of plastic products contribute to this accumulation of waste, replacing plastic shopping bags with reusable bags has been identified across the globe by various groups and government bodies as a comparatively easy approach to reducing the amount of plastic waste. A plastic bag tax levied in Ireland in 2002 has reportedly led to a 95% reduction in plastic litter there. And a study by the City of San Jose, CA found that a 2011 ban instituted there has led to plastic litter reduction of “approximately 89% in the storm drain system, 60% in the creeks and rivers, and 59% in city streets and neighborhoods”.

According to data from the Mass Green Network, the average American uses 500 plastic bags per year, and only about 1% of those are being recycled. Data from the Sierra Club puts the recycling rate at 5%. Each year, Americans use billions of plastic bags, most of which end up in landfills and the natural environment. The impact of this is manifold:

1. Plastic bags harm wildlife: the bags are often mistaken as food and thus ingested by animals, often causing a painful death, as the plastics block their intestines, or they choke to death.
2. Plastic bags are a major litter problem: the City of Los Angeles has reported that 25% of the litter in its storm drains are plastic bags.
3. Plastic bags do not biodegrade, but over time break down into micro-fragments called microplastics. These small particles present a significant long-term danger to human and animal health, as these particles displace food supplies in the world’s oceans, and through the food chain, end up being ingested by humans. The full scope of the long-term impact on human health from the ingestion of microplastics is yet unknown. However, what is known already, is that microplastics can block animals’ digestive tracts, causing them to die from starvation. Microplastics have a nearly identical density as a seawater, so their removal from the oceans is not possible with current technology.
4. Plastic bags are made from non-renewable fossil fuels. It is estimated that the plastics bags annually consumed in the United States alone require the equivalent of about 440 million gallons of oil. The manufacturing of plastic bags adds to worldwide emissions levels and is thus having a negative impact on climate change.

In recognition of the above mentioned issues, many countries, states, cities and towns across the globe have implemented plastic bag bans or taxes on plastic bags. Examples include the European Union, China, India, South Africa, Taiwan, Bangladesh, California, Hawaii, Providence/RI, Austin/TX, Burlington/VT, and Seattle/WA. Some retail organizations have come out in support of statewide plastic bag bans, including the Vermont Retail & Grocers Association, of which Shaw’s and Hannaford are members. However, they don’t appear to support local bans, as they apparently prefer statewide initiatives over local initiatives to avoid a “patchwork of regulations.” However, in many US states, statewide bans of plastic bags have been stalling. The Massachusetts Senate approved a plastic bag ban as part of their FY 2017 budget proposal, but was not enacted.

In response to inaction at the state level, many towns and cities across the Commonwealth have since passed regulations on single-use plastic shopping bags. As of March 2019, 93 Massachusetts cities and towns, representing over 40% of the state's population, regulate single-use plastic shopping bags.

Critics of plastic bag bans point to the fact that plastic bags support an estimated 31,000 US jobs, and the fact that plastic bag bans force retailers to spend more on carry out bags, thus negatively impacting their bottom line. Retailers may pass increases in their costs on to consumers. The plastics industry is advocating for municipalities to push recycling rates, instead of banning single-use plastic bags altogether.

The Board of Selectmen voted 2-0 in favor of approval.

THE FINANCE COMMITTEE VOTED 10-0-0 IN FAVOR OF APPROVAL.

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**Article 24:                    Citizen Petition – Change Board of Selectmen to Select Board Bylaw Amendment**

*Sponsored by:*                *Cheryl Schnitzer, 5 Terrapin Lane, and 22 others*

To see if the Town will vote to amend the Town Bylaws to delete all instances of “Board of Selectmen” and replace those instances with “Select Board”, to delete all instances of “Selectmen” and replacing those instances with “Select Board members”, it being the intent that the Board of Selectmen hereafter be formally known and referred to as the Select Board for all purposes; or take other action relative thereto.

**FINANCE COMMITTEE RECOMMENDATION:**

Approval of this article will change the name of the executive governing body of the Town of Sharon from “Board of Selectmen” to “Select Board”.

The term “Board of Selectmen” has its origins in colonial times when women did not possess the right to vote, much less serve in government or hold public office. As our democracy has evolved, this remains an area where the language has not kept pace with historic changes. No other town committee has gender-specific names, be it the Finance Committee, the Planning Board, the School Committee, and others.

We note that four women have already served the Town of Sharon as a “Selectman,” and expect that many more women will serve in this capacity in the future. Petitioners believe that any words that give even the slightest impression that one gender or group of people are excluded from holding a particular office in town government should no longer be used in our town’s governing documents.

The Planning Board will make a recommendation at Town Meeting.

The Board of Selectmen voted 2-0 in favor of approval.

THE FINANCE COMMITTEE VOTED 10-0-0 IN FAVOR OF APPROVAL.

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**Article 25:                    Citizen Petition – Resolution for Sharon to Adopt a Goal of Reducing Greenhouse Gas Emissions to Zero by 2050**

*Sponsored by:*                *Paul Lauenstein, 4 Gavins Pond Road, and 13 others*

To see if Town Meeting will vote to adopt the following resolution:

WHEREAS, climate change is among the greatest environmental, public health, economic, and national security issues of our day; and

WHEREAS, Massachusetts communities are already experiencing impacts of climate change, as documented by the Executive Office of Energy and Environmental Affairs Report “Massachusetts Integrated State Hazard Mitigation and Climate Adaptation Plan;” and

WHEREAS, in 2008 Massachusetts passed the Global Warming Solutions Act, requiring reductions in greenhouse gas emissions; and

WHEREAS, clean, renewable energy projects have already brought many benefits to Massachusetts, including reduced pollution, decreased risk of pulmonary diseases, thousands of clean energy jobs, and more of our energy dollars retained in the local economy – benefits that will only increase with the transition to 100 percent renewable energy;

THEREFORE, BE IT RESOLVED that the Town of Sharon adopt a goal of reducing greenhouse gas emissions to zero by 2050, and to move as quickly as possible to achieve that goal; and

BE IT FURTHER RESOLVED that the officials and staff of the Town of Sharon consider all municipal decisions in light of whether they will reduce the greenhouse gas emissions of the Town and its residents, businesses, and institutions, and, to the extent feasible, develop systems for monitoring and reporting progress toward reducing emissions and/or transitioning to 100% renewable energy; and

BE IT FURTHER RESOLVED that Sharon Town Meeting urge the Massachusetts State Legislature and statewide elected and appointed officials to adopt a goal of reducing greenhouse gas emissions to zero by 2050, and to move as quickly as possible to achieve that goal; and

BE IT FURTHER RESOLVED that the Sharon Town Clerk be directed to send a copy of this resolution to Governor Charles Baker, Attorney General Maura Healey, State Senator Paul Feeney, State Senator Walter Timilty, State Representative Louis Kafka, and Executive Office of Energy and Environmental Affairs Secretary Matthew Beaton.

Or take any other action relative thereto.

**FINANCE COMMITTEE RECOMMENDATION:**

Approval of this article would set a goal for the Town of Sharon and its residents, to eliminate carbon emissions by 2050. With approval of this article, voters would urge town officials to

consider the emissions reduction goal in all its decision making processes, and to establish a system to monitor and report the Town's carbon emissions. Finally, by approving this article, voters would also officially express their desire for the Massachusetts state legislature to adopt a goal of reducing greenhouse gas emissions to zero by 2050. Adoption of the proposed article would not create a legally binding obligation to the Town, or its residents, to achieve carbon neutrality by 2050. Approval of the article would not create penalties for failing to achieve the stated goal.

At the Paris climate conference (COP21) in December 2015, 195 countries adopted the first-ever universal, legally binding global climate deal, the so called "Paris Agreement". The agreement sets out a global action plan to put the world on track to avoid dangerous climate change by limiting global warming to well below 2 degrees Celsius and pursuing efforts to limit it to 1.5 degrees Celsius. There appears to be consensus among the vast majority of climate scientists that achieving this goal would substantially reduce the risks and effects of climate change. While the United States had initially signed on to the Paris Agreement, it decided in 2017 to pull out of it. Partly in response to that decision, many cities and states across the United States have recently reaffirmed their commitment to fighting climate change.

Aiming to achieve a carbon (emissions) neutral society at some point in time, is a goal found in many climate action plans. For example, in November 2018, the European Commission (Executive branch of the European Union) announced the goal to have the European Union be carbon (emissions) neutral by 2050. As of March 2019, 9,287 cities, representing about 806 million people worldwide, and thus about 10.5% of the world's population, have become part of the "Joint Covenant of Majors for Climate & Energy". The covenant has the objective to "tackle climate change and fulfill the Paris Agreement". The City of Boston is one of the 177 US cities currently part of the Covenant. In 2016, Boston Mayor Walsh also signed the "Metro Mayors Climate Mitigation Commitment", pledging to make Boston carbon (emissions) neutral by 2050. In January 2019, the City of Boston published its "Carbon Free Boston Summary Report 2019". The report puts the current annual average of above 90 degrees days in the Northeast at 11. It is predicted, that by 2030, there will be 20 – 40 days, and by 2070, 25 – 90 days of above 90 degrees temperatures, including up to 33 days with above 100 degrees temperatures. At the same time, rainfalls from storms are predicted to be increasing, and sea levels in Boston Harbor are forecasted to rise between 2.4 feet (low emissions forecast) and 7.4 feet (high emissions forecast) by 2100. The high emissions forecast would put large sections of the City of Boston as residents currently know it, under water. The exact costs to protect the City of Boston, and other coastal Massachusetts cities and towns, from rising sea levels are difficult to estimate with precision at this time, but estimates exist that put the costs into the billions of dollars. Limiting the rise of sea levels by cutting emissions, and thus slowing down the warming of earth's atmosphere, would certainly reduce these costs to taxpayers.

The Board of Selectmen did not take a position on this resolution.

THE FINANCE COMMITTEE VOTED 10-0-0 IN FAVOR OF APPROVAL.

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And furthermore, in the name of the Commonwealth you are hereby required to notify and warn the inhabitants of Sharon who are qualified to vote in Elections to vote at:

Precincts 1, 2, 3, 4 & 5  
Sharon High School Gymnasium, 181 Pond Street, Sharon, MA  
on Tuesday, May 21, 2019 from 7:00am to 8:00pm for the following purpose:

To cast their votes in the Annual Town Election for the candidates for the following offices:

- 1 Member Board of Selectmen – 3 year term
- 1 Member Board of Assessors – 3 year term
- 2 Members School Committee – 3 year term
  - 1 Member Planning Board – 5 year term
  - 2 Trustees of Public Library – 3 year term
- 1 Trustee of Public Library – 1 year term (To fill vacancy)
  - 1 Member Housing Authority – 5 year term
- 1 Member Housing Authority – 1 year term (To fill vacancy)

And for the following ballot question:

#### **QUESTION NO. 1**

Shall the Town of Sharon be allowed to exempt from the provisions of Proposition 2 ½, so-called, the amounts required to pay for the bond issued for the construction of the new Sharon Public Library at 1 School Street, including but not limited to, demolition of the existing building at 1 School Street, design and architectural and engineering services and other legal and professional services, construction, landscaping, paving, utility and other site improvements, furnishing and equipping, and including all costs incidental and related thereto.

YES \_\_\_\_\_ NO \_\_\_\_\_

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Hereof fail not, and make due return of this Warrant with your doings thereon at the time and place of said meeting. And you are directed to serve this Warrant by posting attested copies of the same in accordance with the Town by-laws.

Given under our hands this 23rd day of April, A.D., 2019

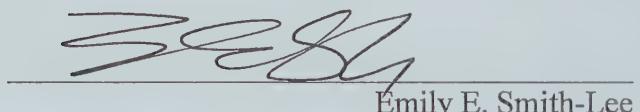
BOARD OF SELECTMEN, TOWN OF SHARON



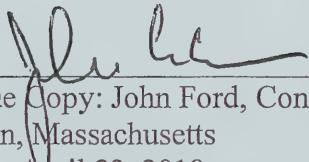
William A. Heitin, Chair

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Walter B. Roach, Jr., Clerk



Emily E. Smith-Lee



A True Copy: John Ford, Constable  
Sharon, Massachusetts  
Dated: April 23, 2019

## SHARON VISUAL BUDGET

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Our Town employees and elected officials understand that budgets are the road maps they must follow. Insiders live and breathe the budget. They toss around terms like “enterprise fund” and “capital outlay,” but most community residents lack insight into the world of municipal finances. It has long been a goal for the Finance Committee to increase transparency and accessibility to financial information for Sharon residents. We see Sharon Visual Budget as a tool for deepening the conversation about fiscal matters in Sharon.

This website will allow Sharon residents to see our budget priorities, how their own tax dollars are spent, and understand the issues behind important financial decisions without having to mine data from dozens of spreadsheets. We believe that this tool will provide the ability to foster informed conversations about these priorities with our officials, our boards and committees, and with each other.

To access the Sharon Visual Budget, go directly to:

<https://sharon.vb2.visgov.com/> or

Sharon Visual Budget can also be accessed from the Finance Committee page on the Town website, [www.townofsharon.net](http://www.townofsharon.net) via the link at the upper left “Sharon Visual Budget”.

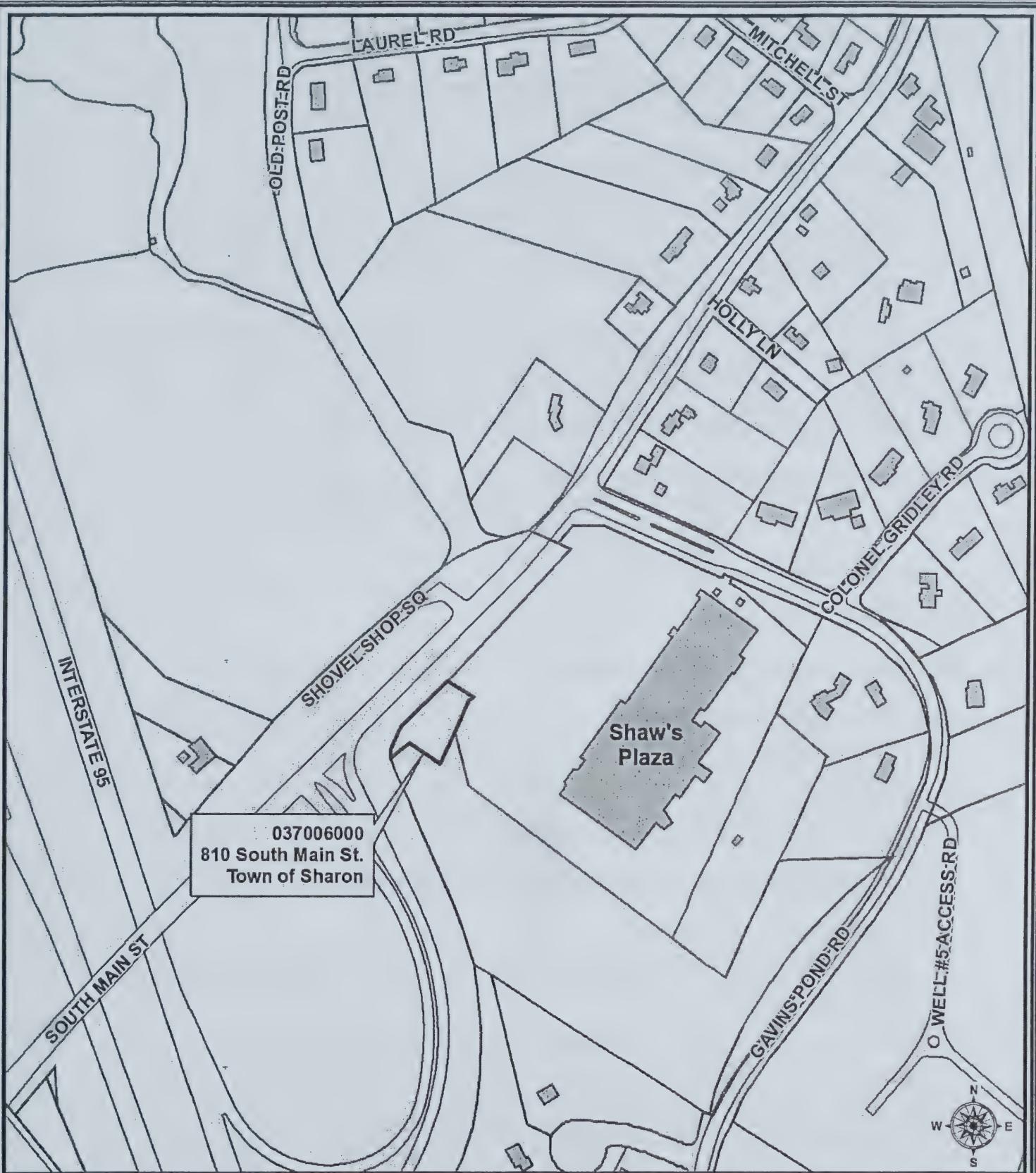
*Please note that Internet Explorer does not support full aspects of Sharon Visual Budget. You are advised to use Google Chrome, Firefox, or other search engines.*

**TOWN OF SHARON  
SHARON, MA 02067**

PRSTD STD  
U.S. Postage  
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Sharon, MA  
ECRWSS

**POSTAL PATRON  
SHARON, MA 02067**

Article 22



Building Footprints

Street Edge

Parcels

Parcel in red to be rezoned  
from Single Residence A  
District to Business District

Department of Public Works  
Engineering Division  
GIS Team  
February 2009



Maps generated through  
GIS are for display purposes.  
Not to be used as or  
substituted for survey plans.

For data layer information  
contact Sharon GIS,  
781-784-1525 x.2318

Wetland delineations are based on MassGIS data.  
Actual delineations must be delineated in the field  
by a certified wetlands biologist and  
verified by the conservation commission.



Town of Sharon,  
Massachusetts

# *Article 24 ZBL*

*The following Code does not display images or complicated formatting. Codes should be viewed online.  
This tool is only meant for editing.*

## **2310 General Residence, Single Residence, Suburban, Rural and Housing Authority Districts.**

### **2311. Permitted residential uses:**

- a. Residence for a single family.
- b. Permanent off-premises freestanding signs in accordance with Chapter 221, Signs, pertaining to facilities located in Business District D, but only if located in the northwest quadrant abutting the intersection of South Main Street and Old Post Road and within 160 feet of the intersection of the centerlines of South Main Street and Old Post Road.
- c. In Housing Authority Districts only, single- or multiple-residence housing complete with auxiliary buildings constructed and operated by or for a housing authority organized under MGL c. 121B and subject to the following conditions:
  - (1) Age of principal inhabitant of each dwelling unit is not less than 60 years.
  - (2) Occupancy is limited to individuals or families of low income with rentals based on income in accordance with the regulations issued by the commonwealth or federal agency subsidizing the operation.
- d. In General Residence Districts only,:
  - (1) Residence for two families.
  - (2) Hotel or boarding-, rooming or lodging house.

### **2312. Permitted community service uses:**

- a. Religious or educational purposes on land owned or leased by a public body, religious sect or denomination, or nonprofit educational corporation.
- b. Municipal building; park, water tower or reservoir.
- c. Telephone exchange, provided that there is no service yard or garage.

### **2313. Other permitted principal uses:**

- a. Agriculture, horticulture or floriculture, including the sale of products raised on the premises only; market gardens; nurseries; greenhouses.
- b. Earth removal as provided by Chapter 141 of the General Bylaws, Sharon, Massachusetts, Earth Removal.
- c. In the Rural 2 District only, indoor/outdoor recreation facilities on land owned by a municipal body, other than land under the control of the Sharon Conservation Commission; provided, however, such use is permitted only on a parcel consisting of two or more acres and which parcel is adjacent to existing municipal recreation or park uses. Parcels separated by a road shall be considered adjacent for purposes of this Subsection c.
- d. In all residential districts under this Subsection 2310, commercial solar energy systems on land owned by the Town of Sharon, other than land under the control of the Sharon Conservation Commission; provided, however, such use is permitted only on a parcel consisting of two or more acres. Parcels separated by a road shall be considered adjacent for purposes of this Subsection d.

d. Accessory uses:

- (1) Scientific use accessory to activities permitted as a matter of right, which activities are necessary in connection with scientific research or scientific development or related production, provided that the Board finds that the proposed accessory use does not substantially derogate from the public good.
- (2) The shop of a carpenter, electrician, machinist, paperhanger, plumber, photographer or similar artisan, resident on the premises, and provided the building of said shop is not closer than 50 feet to the line of the way and not closer than 20 feet to any property line.
- (3) An office, studio, or home occupation as described at Subsection 2314 having up to three subordinate nonresident positions accommodated on the premises.
- (4) In the Water Resource Protection District, home offices and occupations allowed or allowed on special permit in General Residence, Single Residence, Suburban, Rural and Housing Authority Districts, provided that the dwelling plus the office or business will not produce an estimated volume of sanitary sewage exceeding 4.5 gallons per 1,000 square feet of lot area per day, as estimated under the provisions of 310 CMR 15:00, Title V of the State Environmental Code.
- (5) Activities similar to those permitted under Subsection 2314 but not specifically included there.
- (6) In General Residence and Single Residence Districts, off-street parking spaces accessory to Professional District uses on special permit as provided for in Subsection 3112.

2316. Restrictions. All uses allowed under Subsections 2314 and 2315 are subject to the following restrictions:

- a. The business or profession must be owned and operated by a person residing on the premises.
- b. The business or profession shall occupy no more than 25% of the habitable floor area of the dwelling combined with the habitable floor area of any accessory building used in the business or profession.
- c. Off-street parking requirements of Section 3100 must be met. However, no accessory business shall be allowed which would require more than four parking spaces. Parking areas shall be separated from public ways and adjoining lots by screening as described at Subsection 3117.
- d. There shall be no building alteration resulting in a nonresidential character, or visible parking of commercial vehicles.
- e. No parking and no impervious surfaces other than walks and driveways shall be located within a required front yard setback.
- f. There shall be no sale of articles produced elsewhere than on the premises.
- g. There shall be no evidence of the business or profession discernible off the premises through persistent or excessive sound, or through glare, vibration, heat, humidity, smell, smoke, dust or other particulates, exterior storage or display, or other discernible effects.

- g. Places for the preparation and serving of food, provided all customers on the premises are seated at tables or counters.
- h. Preparation and retail sale on the premises of food to be consumed off the premises.
- i. Personal services, such as day care, barber, beauty shop, health or fitness club, photographer, shoe repair, and tailor.
- j. In Business District A and Business District B only, cleaners, laundries, laundromats, including processing on the premises, provided all such work is done directly for the consumer visiting those premises.
- k. In Business District D, the following: **[Amended 11-6-2017 STM by Art. 2]**
  - (1) Multiple freestanding buildings on a single lot accommodating multiple principal uses permitted under Subsections 2322, 2323, 2325, and 2326, provided that they comply with the objectives and requirements of Business District D as set forth in Subsection 2327 and with the limitations of Subsection 2466.
  - (2) Medical or dental offices; financial institutions such as banks, savings institutions, credit unions, and credit institutions; and real estate, insurance, investing, or securities firms.
  - (3) Business services, whether or not related to the type of business permitted in the district, such as office cleaning, packaging, shipping, and similar business services.
  - (4) Personal services, such as hair salon and similar personal services.
  - (5) Theater and multiscreen movie complex.
  - (6) Hotel.
  - (7) Warehouse stores.
  - (8) Club and membership stores.
  - (9) Facilities licensed by the Massachusetts Executive Office of Education or successor agency if applicable, including day care or child care facilities complying with "Large Group and School Age Child Care Program" licensing requirements and including facilities complying with "Center and School Based Early Education and Care Program" or "After School and Out of School Time Program" licensing requirements.
  - (10) Stores serving as drop-off and pick-up locations for cleaning and laundry services, excluding laundromats and any on-site processing.
  - (11) Illumination of parking areas pursuant to Subsection 2328.

**2324. Other permitted principal uses. [Amended 11-6-2017 STM by Art. 2]**

- a. Agriculture, horticulture or floriculture on parcels of more than five acres.
- b. In Business District D, residences in residential or mixed use buildings subject to the provision of affordable housing in accordance with the following:
  - (1) The purpose of this requirement is to make housing available that is affordable to low- and moderate-income households. At minimum, affordable housing provided shall be in compliance with the requirements set forth in MGL c. 40B, § 20-24. The units of affordable housing provided shall be

- a. In Business Districts A, B, and C, outdoor storage or display of parts, materials or inventory.
- b. Enclosed storage of parts, materials or inventory in excess of the amounts reasonably required for work to be done on the premises or goods to be delivered on the premises.
- c. Drive-through services serving the customer while seated in a car, except for drive-through services authorized by special permit in Subsection 2326 below. [Amended 11-6-2017 STM by Art. 2]
- d. Vending machines, unless placed within a building or a parking lot.

2326. Uses and accessory uses allowed by special permit from the Board of Appeals: [Amended 11-6-2017 STM by Art. 2]

- a. Buildings with gross floor area exceeding 60,000 square feet in Business Districts B and C, exceeding 135,000 square feet in Business District D, and exceeding 5,000 square feet in Business District A.
- b. Parking facilities exceeding 150 parking spaces in Business Districts B and C and 20 parking spaces in Business District A.
- c. In Business Districts A, B, and C, theater, hall or other place of indoor or outdoor amusement.
- d. Clubs operated as a business.
- e. In Business Districts B and C, apartments over nonresidential establishments as provided in Subsection 4230.
- f. In Business District A, multiple residence buildings containing three or more dwelling units used either exclusively for residential uses or containing a mix of permitted residential and nonresidential uses as provided in Subsection 4240.
- g. Drive-through services serving the customer while seated in a car for banks within Business District B.
- h. In Business Districts B, C and D, accessory scientific use, provided that the Board of Appeals finds that the proposed accessory use does not substantially derogate from the public good.
  - i. In Business Districts B and D, funeral parlors.
  - j. Religious or educational purposes other than those specified by Subsection 2322.
- k. In Business District B only, the following:
  - (1) Gasoline service station; automobile display room.
  - (2) Outdoor storage and display of goods for sale, whether as a principal or accessory use, but not including secondhand goods or parts, nor bulk goods such as lumber or gravel, provided all outdoor storage and display is screened from side and rear lot lines in the manner described in Subsection 3117.
  - (3) Storage buildings for goods to be repaired or sold at retail directly to the consumer or temporarily stored for the consumer.
- l. In Business District D only, the following:
  - (1) Amusement and recreation uses, excluding each of the following: adult use as defined in Subsection

2328. Business District D design requirements. [Amended 11-6-2017 STM by Art. 2]

- a. Within Business District D, all uses shall comply with the design standards listed herein. All such standards may be waived as part of the site plan review process.
- b. Each application for major site plan review shall include copies of all plans and design information to be submitted to the Design Review Committee.
- c. All buildings shall be "four sided," i.e., finished on all sides with comparable architectural details and finishes. Loading areas and rooftop equipment shall be neatly organized and thoroughly shielded.
- d. Buildings shall be energy-efficient and shall incorporate energy-saving devices.
- e. In designing all site improvements the applicant shall use best commercial efforts to incorporate the green development principals of energy efficiency and sustainability by including those Leadership in Energy and Environmental Design (LEED) Plan for Neighborhood Development (LEED ND: Plan) strategies set forth herein in the planning and design of Business District D projects. The applicant shall use best commercial efforts to incorporate LEED ND: Plan principals; however, formal LEED ND: Plan certification shall not be required, building design shall not subject to LEED requirements, and inclusion of at least one certified green building shall not be required. The applicant shall use best commercial efforts to include LEED ND: Plan strategies which may be included in the planning and design of Business D Projects. These LEED ND strategies are as follows:
  - (1) Site planning:
    - (i) Smart location. Locate facilities in proximity to Route 1 or interchanges on I-95 in order to minimize traffic impacts on local streets and minimize VMT for regional site access.
    - (ii) Compact development. To the extent practicable, the development footprint shall be minimized in site layout and buildings may incorporate second story and mezzanine areas.
    - (iii) Reduced parking footprint. Site design shall reserve locations for parking fully compliant with Section 3100; however, each site plan application that is seeking a reduced parking footprint shall include a parking management report by a civil professional engineer (PE) identifying parking reductions enabled by actual peak parking demand and seasonal and event peak parking accommodated on unpaved surfaces. The Zoning Board of Appeals may waive paved parking based on evaluation of the parking management report provided that locations allowing full parking construction are reserved in perpetuity.
    - (iv) Housing and jobs proximity. To the extent practicable, off-site improvements shall be provided or incorporated in the site design linking the site to multifamily housing located within 300 feet of the project site.
    - (v) Walkable site. The site shall be developed as a healthy walkable environment by providing strong linkage between sidewalks and walkways in proximity to on-site buildings and sidewalks on adjacent streets.
  - (2) Environmental mitigation:
    - (i) Sustainability. To the extent practicable, sustainable use of materials shall be increased by requiring use of comparable recycled and locally sourced materials during construction of site improvements and by providing single stream recycling during occupancy.
    - (ii) Landscaping and parking layout. On-site access drives shall be shaded by lining with native shade

curb. Separate drive-through facilities shall be as long as practicable and as a minimum shall provide sufficient length to accommodate the 95th percentile queue without extending into any access drive or parking aisle. A bypass capability shall be provided throughout the entire length of the drive-through facility, and all segments of the facility shall have a minimum pavement width of 20 feet. Drive-through facilities shall be designed in a manner that promotes good overall site circulation, access, and safety. Site layout shall preclude pedestrian access to the building through the drive-through facility and shall minimize conflicts between pedestrians and vehicles entering or exiting the drive-through facility. Proper signage and pavement markings shall be provided. Drive-through facilities shall be properly lighted and screened and shall minimize headlight glare on other portions of the site. Loudspeaker sound levels shall not exceed normal conversational sound levels. Where appropriate for the service provided, separate parking spaces not included in the overall parking count shall be provided to accommodate special orders and delays.

- i. Site lighting shall be designed with lower illumination levels consistent with IESNA recommended practice and shall minimize blue light emissions. Lighting systems shall have automated controls capable of reducing lighting levels outside business hours. Light trespass shall be limited to 0.5 foot-candle at the property line and there shall be no point sources of light visible from adjacent streets and properties. Pole heights shall be limited to 24 feet in parking areas and to 16 feet within 50 feet of on-site buildings. Pole height within 500 feet of Route I-95 may be increased to 34 feet, provided they are not visible from any residence. All lighting fixtures shall be "dark skies" compliant and shall limit upward-projecting light. All lighting fixtures shall have or be comparable to lighting fixtures having the International Dark Sky Association (IDA) Fixture Seal of Approval.
- j. Parking area pavements shall be a three-and-one-half-inch-thick hot mix asphalt pavement with a twelve-inch-thick gravel base. Heavy-duty pavement shall be a five-inch-thick hot mix asphalt pavement with a twelve-inch gravel base. Heavy-duty pavement shall be used in all loading areas and along truck access routes and at principal parking lot drives. Curbing within 100 feet of buildings shall be vertical faced granite curb or vertical faced precast concrete curb.
- k. On-site wastewater treatment plants require adequate funding mechanisms to provide for proper operation and maintenance and for monitoring and testing of the on-site wastewater treatment plant by the Town consistent with the requirements of the Board of Health. Any on-site sanitary sewers shall be subject to ongoing requirements for leak detection and repair. Buildings shall incorporate water conservation devices, including low-flow plumbing fixtures including ultra-low-flow toilets.
- l. Runoff from pedestrian areas, landscape areas, and low-volume vehicular areas shall be accommodated using low-impact design principals where practicable, including pervious pavements, rain gardens, and other proven methods.

#### 2329. Business District D performance standards.

- a. Within Business District D, all uses shall comply with the following performance standards listed herein. All such standards may be waived as part of the site plan review process. Performance standards shall be evaluated for the "build plus five-year case" as defined in Subsection 6327b.
- b. All roadways within 3,000 feet of the project site accommodating more than 200 vehicle trips per hour generated by sites in the Business District D shall be improved to collector street standards as set forth in the Land Subdivision Rules and Regulations of the Sharon Planning Board. Reconstruction within public ways shall be subject to approval of a 100% design submission of the roadway improvement plans by a majority vote of the ~~Board of Selectmen~~Select Board acting as Street Commissioners. A sketch plan submission, a 25% design submission and a 100% design submission of the roadway improvement plans are required. The content of the sketch plan submission shall graphically depict the location, alignment, and number of lanes for existing and proposed roadways and abutting land uses. The content of the 25% design submission and the 100% design submission shall conform to MassDOT requirements.

*The following Code does not display images or complicated formatting. Codes should be viewed online.  
This tool is only meant for editing.*

**4170 Special permit submission and approval.**

- a. In addition to the requirements in this Section 4100, special permit applications for approval under this Section 4100 shall comply with the submittal requirements for site plan approval as detailed in Subsection 6326 and shall contain the following additional information:
  - (1) Names and addresses of the legal owner(s) of the adult entertainment establishment.
  - (2) Names and addresses of all persons having a fee, equity and/or security interest in such establishment. In the event a corporation, partnership, trust or other entity is listed, the name and address of every person who has an ownership interest and/or beneficial interest in the entity must be listed in order that the special permit granting authority will know who are the persons who will actually own and control the establishment. The applicant and/or owner must disclose if they have been convicted of violating the provisions of MGL c. 119, § 63 (inducing or abetting delinquency of a child) or MGL c. 272, § 28 (matter harmful to minors, etc.) or similar laws in other states.
  - (3) Name and address of the manager.
  - (4) The number of employees, or proposed number of employees, as the case may be.
  - (5) Proposed security precautions.
  - (6) The external and internal physical layout of the premises.
  - (7) Full description of the intended nature of the business.
  - (8) The distances between the proposed adult use establishment and any residential zoning district, public or private school, church or other religious facility, public park or recreation area, group day-care center, family day-care center, nursing home and hospital, and municipal building open to the general public.
- b. In approving a special permit, the special permit granting authority may attach such conditions, limitations and safeguards as are deemed necessary to protect the immediate area and the Town; provided, however, that no such conditions in fact prohibit the use of the property for the use intended. No special permit shall take effect until such decision has been recorded in the Registry of Deeds. Conditions of approval may include but are not limited to the following:
  - (1) Street, side or rear setbacks greater than the minimum required by this bylaw.
  - (2) Requirement of screening of parking areas or other parts of the premises from adjoining premises or from the street, by walls, fences, planting, or other means.
  - (3) Modification of the exterior features or appearances of the structure.
  - (4) Limitation of size, number of occupants, method or time of operation, or extent of facilities.
  - (5) Regulation of number, design and location of access drives or other traffic features.
  - (6) Requirement of off-street parking or other special features beyond the minimum required by this or other applicable ordinances.
  - (7) The special permit shall be issued to the owner of the establishment and shall not transfer with a change in ownership of the business and/or property.

*The following Code does not display images or complicated formatting. Codes should be viewed online.  
This tool is only meant for editing.*

**4220 Municipal building conversions.**

In Single Residence, Rural and Suburban Districts, and Business District C, a special permit from the Board of SelectmenSelect Board may authorize conversion to multifamily dwelling use of a building then or formerly in municipal use, provided that additions or extensions increase lot coverage by not more than 10% of lot area. Lot area plus contiguous land dedicated to public recreation or conservation use shall equal at least 2,000 square feet per dwelling unit; the provisions of this section shall prevail over the provisions and/or limitations of Subsection 2320, including without limitation Subsections 2321 and 2326.

- (1) Construct or otherwise provide off-site affordable dwelling units;
  - (2) Secure construction of off-site affordable dwelling units through a monetary payment to a private, public, or nonprofit agency or organization identified in the site plan review process; or
  - (3) Provide funds to the Town of Sharon, acting by or through its Affordable Housing Trust Fund, or otherwise, to promote affordable housing, and acceptance by the Town of such funds shall be deemed satisfaction of the affordable housing requirements set forth in this Subsection 4381. Satisfaction of this affordability requirement may be evidenced by a development agreement or other agreement by and between the Town and the applicant. An applicant may use one or more of these options in satisfying its obligations.
- h. Only that portion of a lot within a Water Resource Protection District is subject to such provisions.
- i. Sureties. The property owner shall post instruments of surety, insurance policies, letters of credit or similar securities (hereinafter "instruments") to the benefit of the Town of Sharon in a form acceptable to Town Counsel to protect the Town and residents of surrounding areas from damage caused by construction or operation of the Senior Living District development as set forth below. Instruments may encompass the entire project or a specific phase of the project deemed to be independent of other construction phases as determined under Subsection 4387. Instruments, in an amount to be reasonably established by the Board of Appeals under Subsection 4387, shall be provided as follows:
- (1) An instrument, to be provided prior to inception of construction and to be maintained through substantial completion of construction, in an amount to be reasonably established by the Board of Appeals under Subsection 4387 sufficient to provide for the securing, from a public health and safety perspective, of partially completed site improvements and to provide for site stabilization, restoration of suitable drainage patterns, and revegetation of disturbed areas.
  - (2) An instrument, to be provided prior to the issuance of the first certificate of occupancy, to secure incomplete site infrastructure improvements, if any, until such time as such site improvements have been satisfactorily completed.
  - (3) An instrument, to be provided upon completion of all site improvements or issuance of the final certificate of occupancy, whichever occurs later, and to be maintained for one year thereafter, to replace any plant materials which fail to thrive.
- j. Notwithstanding anything to the contrary in these bylaws and regardless of whether the Senior Living District development qualifies as a subdivision or a division of land pursuant to MGL c. 41, § 81P, streets and ways, drainage facilities, and utilities in a Senior Living District development need not be designed and constructed in compliance with the Sharon Rules and Regulations Governing the Subdivision of Land.

4382. Definitions. The following terms shall have the meanings set forth herein notwithstanding any conflicting definitions in Article V:

#### **AFFORDABLE DWELLING UNIT**

A dwelling unit fully eligible for inclusion in the Department of Housing and Community Development's Chapter 40B Subsidized Housing Inventory. Affordable housing units shall be provided that can be sold or rented to households whose income is at or below 80% of the median household income within the Town of Sharon as reported by the U.S. Department of Housing and Urban Development and shall be deed restricted as affordable units for a period of time as provided in a comprehensive permit issued for such housing.

#### **SENIOR DWELLING UNIT**

Department of Environmental Protection and the Sharon Board of Health. In addition, at the boundary of the lot containing the wastewater disposal area, the groundwater shall meet Massachusetts drinking water standards and other limits on pollutants set forth hereinafter.

- (9) Maintenance buildings and garages for parking of service or facility vehicles, excluding any vehicle maintenance; provided, however, such maintenance building shall not exceed 10,000 square feet in floor area.
- (10) Below-grade, at-grade and above-grade utilities and appurtenances, including a water tower or water tank.
- (11) Passive recreation facilities, including walking, jogging and bicycle trails.

4384. Performance standards. Senior Living District developments shall comply with the following:

- a. Wastewater treatment plant effluent shall meet Massachusetts Drinking Water Standards (310 CMR 22.00) and Massachusetts Surface Water Quality Standards for Class A Surface Waters.
- b. Wastewater treatment plant effluent shall limit phosphorous to a maximum of one mg/l unless analyses submitted under Subsection 4387 demonstrate that higher concentrations will not cause an exceedance of Massachusetts Surface Water Quality Standards for Class A Surface Waters in downgradient surface waters.
- c. Wastewater treatment and stormwater management facilities shall be designed to reasonably minimize transfers outside of the Neponset River basin and transfers shall be mitigated, to the extent permits and approvals are issued, as practicable, through recharge or conservation measures established under Subsection 4387.
- d. Stormwater management facilities shall attenuate increases in the volume of off-site discharge for the one-year-frequency storm event.
- e. Stormwater management facilities shall conform, as practicable, to the Department of Environmental Protection's Stormwater Management Policies (March 1997), whether or not the activity is subject to the Massachusetts Wetlands Protection Act (MGL c. 131, § 40).
- f. Potable water from the Sharon municipal water distribution system shall not be used for irrigation.
- g. Any on-site sanitary sewers shall be subject to ongoing requirements for leak detection and repair.
- h. Buildings shall, as practicable, incorporate water conservation devices, including water-efficient plumbing fixtures.
- i. Rooftop mechanical equipment shall be visually screened and acoustically buffered and day-night average sound levels caused by rooftop equipment shall not exceed 55 dB at the property line.

4385. Dimensional regulations. A Senior Living District development shall comply with the dimensional requirements set forth herein. With respect to all requirements of these Subsections 4380 through 4390, leasehold parcels within a lot shall be deemed as part of the lot. Dimensional requirements are as follows:

- a. Minimum lot area: 70 acres.
  - b. Maximum density.
- (1) Seven and one-quarter (7.25) senior dwelling units per acre, calculated at the time of site plan review of a Senior Living District development.

determined during site plan review, pursuant to Subsection 4387, based upon standard traffic engineering practice.

- j. Landscaping. Landscaping shall be as shown on a plan submitted and approved pursuant to Subsection 4387.

4386. Required off-street parking and loading.

- a. Parking requirements. The minimum number of off-street parking spaces shall be 1 1/4 per senior dwelling unit; one for each three beds at a nursing facility. Parking facilities shall conform to the following:
- (1) All required parking shall be provided on the same lot or lots as the principal or accessory use. Required parking may be located at grade or in below-grade or above-grade parking structures.
  - (2) Except as provided in Paragraph (4), each required off-street parking space shall have direct access to a parking aisle and shall be large enough to contain a rectangle not less than nine feet by 18 feet, except for parallel spaces which shall be large enough to contain a rectangle not less than nine feet by 22 feet, exclusive of drive and maneuvering space.
  - (3) Parking aisles shall have a minimum width of 24 feet in the case of two-way traffic, or the following minimum widths in the case of one-way traffic:
    - (i) Parking space angle: parallel, 30°, 45°, 60°, 90°.
    - (ii) Minimum aisle width: 12, 12, 12, 16, 24 feet, respectively, for one-way traffic measured between ends of stall lines.
  - (4) Within managed parking facilities within structures, parking lifts and stacked parking spaces may be provided if:
    - (i) Parking attendants are available to operate such a facility; and
    - (ii) In the case of stacked parking, not more than two required parking spaces are placed behind a parking space having direct access to an aisle or driveway having the minimum width set forth above. Convenient visitor parking shall be provided within managed parking facilities or in separate visitor parking lots.
- b. Loading requirements. There shall be at least one loading bay for any building containing more than 1,000 square feet of gross leasable business floor area, which area shall not include any floor area devoted to senior dwelling units. Loading facilities shall conform to the following:
- (1) No loading bay shall be less than 12 feet by 30 feet, nor provide less than 14 feet of vertical clearance.

4387. Site plan approval. Notwithstanding anything to the contrary, within a Senior Living District development, no building permit shall be issued and no building or structure shall be erected, moved or externally enlarged and no area for parking, loading or vehicular services (including driveways giving access thereto) shall be established or changed except in conformity with a site plan bearing the endorsement of approval of the Board of Appeals pursuant to this Subsection 4387. For purposes of the Senior Living District, the site plan approval process and procedures shall be as set forth in this Subsection 4387. The Board of Appeals is designated as the site plan review authority for all purposes under these Subsections 4380 through 4390.

- a. An application and site plan shall be submitted to the Board of Appeals. Site plans shall be drawn to a scale of 40 feet to the inch (or such other scale as the Board of Appeals may accept) and shall

dimensions, colors, materials, finishes, methods of illumination and illumination levels, and methods of structural support.

- (14) A traffic study conforming to the EOEA/EOTC Guidelines EIR/EIS Traffic Impact Assessment (1989), which shall include information concerning proposed access and egress and the traffic impact to surrounding roadways and intersections and proposed mitigation. Roadway and intersection improvement plans shall be submitted pursuant to Subsection 4387b(6) and (7).
  - (15) An analysis of groundwater quality at the project boundary or at the boundary of any parcels containing wastewater disposal facilities and an analysis of surface water quality in downgradient lakes and ponds within 2,000 feet of the project boundary, including Briggs Pond, are required. When the concentration of any pollutant in the effluent discharges from on-site wastewater treatment facilities exceeds the permitted maximum permitted concentration of that pollutant, a geohydrologic analysis shall be performed to evaluate future groundwater quality at the project boundary, including the contribution of effluent discharged on site and background concentrations of water pollutants. Surface and groundwater transport of effluent from on-site wastewater disposal facilities and of landscape chemicals, including pesticides, herbicides, and fertilizers, to downgradient surface water bodies shall be quantified and post-development concentrations of pollutants shall be established. The analysis shall quantify the project impacts on surface water quality in downgradient lakes and ponds within 2,000 feet of the project boundary, including Briggs Pond, to determine compliance with the Massachusetts Surface Water Quality Standards for Class A Surface Waters for dissolved oxygen, temperature, pH, fecal coliform bacteria, solids, color and turbidity, oil and grease, and taste and odor (314 CMR 4.05) and to quantify degradation in water quality that would impair existing uses (314 CMR 4.04).
  - (16) A water balance analysis quantifying pre- and post-development water use and recharge, including any interbasin transfers.
  - (17) Construction impacts and truck traffic shall be provided for sites disturbing over five acres.
  - (18) Acoustical studies shall be provided where rooftop mechanical equipment is proposed or where the proposed use will generate noise when said building or use is within 500 feet of residences.
  - (19) Pursuant to the EOEA/EOTC Guidelines EIR/EIS Traffic Impact Assessment (1989), air quality studies will be provided.
  - (20) Groundwater flow, including geohydro models and aquifer recharge studies where on-site wastewater disposal exceeds 5,000 gallons per day or where more than 40,000 square feet of impervious material will be placed within a Water Resource Protection District.
  - (21) Visibility analysis, including a perspectives study during the winter months.
  - (22) A fiscal impact study shall be provided.
  - (23) An infrastructure study shall be provided.
  - (24) A list of all legal documents necessary for implementation of the proposed development, including any conservation restrictions, land transfers, and master deeds, with an accompanying narrative explaining their general purpose.
- b. Design objectives. For projects submitted for site plan review, site improvements shall be constructed to the following design objectives unless waived by the Board of Appeals:
- (1) Buildings shall be located and screened with mature plantings to minimize visibility from abutting residential properties and public ways.

treated effluent application to turf in recreation facilities to the extent allowed by regulatory agencies having jurisdiction. On-site well water may be used, but drawdown affecting adjacent water supply wells should be minimized.

- (10) Plant materials shall be native species where practicable. Invasive plants listed on the Massachusetts Department of Agricultural Resources' Massachusetts Prohibited Plant List shall not be planted. Methods of application and allowed quantities of fertilizers are subject to limitations imposed during site plan review.
  - (11) Parking lot lighting shall be designed with lower illumination levels consistent with IESNA recommended practice. Parking lot light trespass shall be limited to 0.5 foot-candle at the property line, except at site access drives, and there shall be no point sources of light visible from adjacent streets and properties. Parking lot pole heights shall be limited to 18 feet. All parking lot lighting fixtures shall incorporate "dark skies" principles through use of lighting fixtures designed to limit upward-projecting light.
  - (12) Runoff from pedestrian areas, landscape areas, and low-volume vehicular areas shall be accommodated using low-impact design principles, where practicable.
  - (13) All site utilities shall be installed underground.
- c. Reports to the Board of Appeals. Within 10 days following receipt of a duly submitted site plan, the Board of Appeals shall transmit one copy thereof to the Planning Board, Board of Health, and Conservation Commission. The Planning Board, Board of Health, and Conservation Commission shall investigate the case and report in writing their recommendations to the Board of Appeals. The Planning Board, Board of Health, and Conservation Commission may seek pertinent information from other Town officials or boards and may request additional information from the applicant. The Board of Appeals shall not take final action on said plan until it has received reports thereon from the Planning Board, Board of Health, and Conservation Commission, or until 45 days have elapsed after receipt of such plan without submission of a report thereon. In reaching its decision, the Board of Appeals shall fully consider the recommendations set forth in these reports and shall accord particular weight to reports identifying significant adverse impacts that cannot be avoided, minimized, or mitigated.
  - d. Criteria. In granting site plan approval, the Board of Appeals shall consider the following:
    - (1) The extent to which the site plan fulfills the objective of the Senior Living District to create a vibrant community for senior citizens, including senior citizens with disabilities;
    - (2) The extent to which affordable dwelling units are provided in accordance with Subsection 4381g;
    - (3) The extent to which convenient and safe vehicular and pedestrian movements are accommodated within the site, and in relation to adjacent streets, property or improvements;
    - (4) The extent to which parking areas and other parts of the Senior Living District development are adequately screened from adjoining premises or from the street, by walls, fences, plantings or other devices;
    - (5) The extent to which adequate provisions are made for disposal for sewage, refuse or other wastes; drainage for surface water; and removal of snow;
    - (6) The extent to which adequate supplies of drinking water are provided;
    - (7) The extent to which adequate provisions are made for off-street parking and loading;
    - (8) The extent to which adequate fire and police protection and access are provided;

including Briggs Pond, to meet the Massachusetts Surface Water Quality Standards for Class A Surface Waters and not cause degradation of water quality below existing levels; provided, however, that applicants shall not be obligated to improve the surface water quality above the existing conditions;

- (25) The extent to which negative traffic impacts are minimized in off-site intersections in the intersection study area through provision of necessary intersection upgrades such that existing intersections currently operating at a Level of Service D or better shall not be further degraded below a Level of Service D.
  - (26) The extent to which off-site roadway upgrades are provided to minimize the negative impact of project-generated traffic on operations and safety at all locations along the roadway study corridor by remediating existing safety, sight distance, and horizontal and vertical geometric, and pavement width deficiencies;
  - (27) The extent to which buildings incorporate energy-saving devices and promote energy conservation through use of insulation and energy-efficient building envelope elements;
  - (28) The extent to which irrigation water use is minimized through adherence to an irrigation management plan and the extent to which irrigation well drawdown impacts affecting existing water supply wells on neighboring properties are minimized;
  - (29) The extent to which native plant materials are used; invasive plants are avoided; and the quantities of pesticides, fertilizers, and herbicides are minimized;
  - (30) The extent to which parking lot lighting limits light trespass to 0.5 foot candle at the property line; limits pole heights to 18 feet; and uses lighting fixtures that minimize upward-projecting light;
  - (31) The extent to which runoff from pedestrian areas, landscape areas, and low-volume vehicular areas is accommodated using low-impact design principles;
  - (32) The extent to which underground utilities are provided.
- e. The Board of Appeals shall hold a public hearing, for which notice has been given as provided in MGL c. 40A, § 11, concerning a site plan submitted for review and approval pursuant to this Subsection 4387.
  - f. Final action by the Board of Appeals. The Board of Appeals' final action shall consist of either an approval based on the determination that the site plan for the Senior Living District development is consistent with the criteria and requirements set forth in this Subsection 4380, an approval subject to reasonable conditions consistent with the criteria and requirements set forth in this Subsection 4380, or a denial based on a determination that:
    - (1) The required site plan application filing materials for the Senior Living District development are incomplete; or
    - (2) The site plan is unreasonably inconsistent with the criteria and requirements set forth in this Subsection 4380 (unless otherwise waived) so that it admits of no reasonable solution.

Failure of the Board of Appeals to make any determination within 60 days of its hearing, as such hearing may be extended by consent of the applicant, shall constitute a determination of consistency.

#### 4388. Consultants. [Amended 5-1-2017 ATM by Art. 19]

- a. To facilitate review of an application for a site plan, the Board of Appeals may engage outside consultants in accordance with Subsection 4390.

proposed; the size and character of the site; the projected construction costs; and fees charged by similar consultants in the area. Generally, fees will not exceed amounts that would be expended by the Town to review a comparable project.

- h. Appeal of selection. Prior to paying the review fee, applicants may appeal selection of a particular consultant to the ~~Board of Selectmen~~Select Board. The grounds for such an appeal shall be limited to claims that the consultant selected has a conflict of interest or does not possess the minimum required qualifications. The minimum qualifications shall consist either of an educational degree in or related to the field at issue or three or more years of practice in the field at issue or a related field. The required time limits for action upon the application by the Board shall be extended by the duration of the appeal. In the event that no decision is made by the ~~Board of Selectmen~~Select Board within one month following the filing of the appeal, the selection made by the Board shall stand.
4389. Enforcement and implementation. Any site plan approval issued under this section shall lapse within one year if construction thereof has not commenced sooner, except upon application within one year and for good cause shown. Such time period shall be extended upon request by the applicant for one year. A Senior Living District development may be constructed in multiple phases over time. Once construction of any portion of a Senior Living District development has commenced, such site plan approval shall not lapse if the construction proceeds in phases in accordance with an overall project schedule of completion.

"instruments") to be provided prior to the issuance of any building permits for each phase of the project, if applicable, to the benefit of the Town of Sharon in a form acceptable to Town Counsel in amounts to be reasonably established by the Planning Board shall be posted in order to secure incomplete site infrastructure improvements. Release mechanisms for building permits shall be as provided in the Planning Board's subdivision regulations for release of lots.

- i. Green development. All site improvements shall incorporate the green development principles of energy efficiency and sustainability by including those Leadership in Energy and Environmental Design (LEED) Plan for Neighborhood Development (LEED ND:Plan) strategies set forth herein in the planning and design of the total Recreation and Residential Overlay District project. Building design shall not be subject to the requirements of this section and inclusion of at least one certified green building shall not be required. LEED strategies to be included in the planning and design of the Recreation and Residential Overlay District project are as follows:
  - (1) Open space shall be preserved by restricting the total lot area for two-family dwelling and the multiuse clubhouse use and requiring a permanent restriction on development of the golf course lot.
  - (2) The development footprint shall be reduced by providing a compact two-family neighborhood plan that offers an effective alternative to low-density sprawling single-family development.
  - (3) Water resources shall be protected by restricting development within the Groundwater Protection District of the Zoning Bylaw.
  - (4) Housing diversity shall be increased by providing two-family dwellings, thereby increasing housing choices for Town residents.
  - (5) Infrastructure efficiency shall be facilitated by providing compact two-family development.
  - (6) Multimodal access and vehicular safety shall be enhanced by providing primary access drives that are designed for shared bicycle use, posted for low speed, and designed to include traffic calming measures.
  - (7) A healthy walkable neighborhood shall be encouraged by providing compact development and by constructing sidewalks and other walkways.
  - (8) Water conservation shall be promoted by precluding use of potable water for irrigation and requiring that irrigation of the two-family dwelling units and the multiuse clubhouse must be subject to an irrigation management plan.
  - (9) Sustainable use of materials shall be increased by requiring use of comparable recycled and locally sourced materials for construction of site improvements.
  - (10) Vehicle miles traveled (VMT) and energy use shall be reduced by providing a compact two-family development which limits the required length of the primary access drive system in comparison to the roadway system required for a comparable single-family development.
  - (11) Existing drainage patterns shall be preserved and water resources shall be protected by using best management practices (BMPs) to limit runoff and reduce total suspended solids and related contaminants.
- j. Construction requirements. Site improvements shall comply with the requirements of this paragraph; provided, however, that these construction requirements may be waived by the Planning Board as part of site plan review. Materials for site improvements shall comply with the Sharon Planning Board's Rules and Regulations Governing the Subdivision of Land and shall be recycled or locally sourced when comparable. Primary access drives shall have minimum pavement widths of 22 feet and minimum center line radii of 50 feet. Segments of primary access drives serving more than 10

- (5) Tennis courts.
  - (6) Swimming pool.
- b. Permitted accessory uses:
- (1) Surface and garage parking for residences and multiuse clubhouse.
  - (2) Security services and related uses, including guard houses.
  - (3) A property sales office and facility management office.
  - (4) Stormwater management facilities.
  - (5) On-site septic systems in compliance with Title 5 and Sharon Board of Health Regulations, if and as applicable.
  - (6) Wastewater treatment facilities and related appurtenances; provided that such wastewater treatment plants shall be subject to the issuance of a groundwater discharge permit issued by the Massachusetts Department of Environmental Protection (DEP) and to the issuance of a treatment works construction permit by the Sharon Board of Health if and as applicable, subject to provision of adequate funding mechanisms ensuring proper operation and maintenance protocols, Town monitoring and testing, and repair and replacement consistent with the requirements of the Department of Environmental Protection and the Sharon Board of Health, if and as applicable. In addition, at the boundary of the lot containing the wastewater disposal area, the groundwater shall meet Massachusetts drinking water standards and other limits on pollutants set forth hereinafter. Unless waived by the Planning Board during site plan review, the soil absorption system shall be located outside of any Water Resource Protection District.
  - (7) Open space, which may include trails and parking at trail heads.
  - (8) Maintenance buildings and garages for parking of service or facility vehicles, excluding any vehicle maintenance; provided, however, such maintenance building shall not exceed 8,000 square feet in floor area and the cart storage building shall not exceed 6,000 square feet in floor area.
  - (9) Identifying signs indicating only the name and contact information of the owner or occupant, the street number and address, and the uses or occupations engaged in on the premises, limited to one identifying sign not exceeding 225 square feet in area and located within 200 feet of the I-95 right-of-way and one additional identifying sign not exceeding 50 square feet and located either within the golf course lot frontage or within the Multiuse clubhouse lot frontage.

4394. Performance standards. A Recreation and Residential Overlay District project shall comply with the following:

- a. Overall development. Green development principles of energy efficiency and sustainability shall be incorporated by including those Leadership in Energy and Environmental Design (LEED) for Neighborhood Development (ND) strategies of Section 4391.(i). LEED for Neighborhood Development: Plan principles should be incorporated; however, formal LEED ND:Plan certification shall not be required and building design shall not be subject to the requirements of this section.
- b. Wastewater collection and treatment. Wastewater collection and treatment shall comply with the following:
  - (1) Wastewater shall be collected and treated in compliance with requirements of the Massachusetts Department of Environmental Protection and the Sharon Board of Health, if and as applicable.

Prohibited Plant List shall not be planted. Methods of application and allowed quantities of fertilizers are subject to limitations of a turf management plan approved during site plan review.

- f. Water conservation. Buildings shall, as practicable, incorporate water conservation devices, including water-efficient plumbing fixtures and appliances.
- g. Traffic mitigation. Off-site intersection upgrades shall be provided that minimize the negative impact of project-generated traffic on operations at intersections in the traffic study area.

4395. Dimensional regulations. A Recreation and Residential Overlay District project shall comply with the dimensional requirements set forth herein.

a. Dimensional requirements for the total Recreation and Residential Overlay District project are as follows:

- (1) Minimum total project area: 180 acres.
- (2) Maximum total area of lots within a recreational and residential overlay district project:
  - (i) For Two-family dwelling use: 20 acres.
  - (ii) For multiuse clubhouse use without golf course: 24 acres.
- (3) Maximum total project density.
  - (i) Fifty-two dwelling units total per Recreation and Residential Overlay District project.
  - (ii) One multiuse clubhouse per Recreation and Residential Overlay District project.
  - (iii) Two bedrooms per dwelling unit maximum and 104 bedrooms total per Recreation and Residential Overlay District project.
- (4) Maximum total project coverage limits.
  - (i) Maximum area of impervious materials, including structures: 15%.
  - (ii) Minimum natural vegetation area: 10%.

b. Location requirements.

- (1) Two-family dwellings shall be located on one or more lots and more than one building containing two-family dwellings may be located on a lot. The golf course and the multiuse clubhouse shall each be located on a separate lot.
- (2) All two-family dwellings shall use primary access drives for access. Curb cuts for driveways serving individual two-family dwellings are prohibited on public ways in existence as of the date of an application for site plan approval of a Recreation and Residential Overlay District project.

c. Dimensional requirements for lots are as follows:

- (1) Minimum lot area for two-family dwelling use: the greater of 60,000 square feet or 8,500 square feet per dwelling unit.
- (2) Minimum lot area for golf course: 160 acres.
- (3) Minimum lot area for multiuse clubhouse: 10 acres.

- c. Design requirements for golf course and multiuse clubhouse parking.
  - (1) Parking spaces shall be located within 700 feet of the multiuse clubhouse.
  - (2) Each parking space shall have direct access to a parking aisle or access drive and shall be capable of containing a rectangle not less than nine feet by 18 feet.
  - (3) Parking aisles shall have a minimum width of 24 feet for two-way traffic.
  - (4) For event parking and other short-term periods of peak parking demand, the Planning Board may consider alternative parking provisions as conditions of site plan approval which include, but are not limited to, overflow parking on unpaved surfaces, shared parking, valet parking, and off-site parking with shuttle service.
- d. Homeowner and property owner organization documents must include provisions for establishing and enforcing parking restrictions and prohibitions.
- e. Minimum loading requirements for the multiuse clubhouse: one loading space per 50,000 square feet of gross floor.
- f. Design requirements for loading spaces: Each loading space shall have direct access to an access drive and shall be capable of containing a rectangle not less than 12 feet by 40 feet and vertical clearance of 14 feet.

4397. Site plan review and approval. All uses within a Recreation and Residential Overlay District require site plan approval from the Planning Board. Unless waived by the Planning Board, applications for site plan review and approval shall comply with the following:

- a. Applicants are encouraged to submit sketch plans and meet informally with the Planning Board prior to formal submission of a site plan approval application.
- b. Submittal. A copy of the site plan application must be filed with the Town Clerk and a copy of the application, including the certification by the Town Clerk, must be filed forthwith by the petitioner with the Planning Board. The Planning Board shall hold a public hearing, for which notice has been given as provided in MGL Chapter 40A.
- c. Site plans shall show the total Recreational and Residential Overlay District project, including all lot boundaries and all proposed phases of development within the Recreation and Residential Overlay District project, and all contiguous land within the Recreation and Residential Overlay District.
- d. Site plans shall be drawn to a scale of 40 feet to the inch (or such other scale as the Planning Board may accept). Site plans shall be prepared by a multidisciplinary team and shall be signed and sealed by a Massachusetts civil professional engineer (PE), a Massachusetts professional land surveyor (PLS), and a Massachusetts registered landscape architect (RLA).
- e. Existing conditions survey shall be based upon on-the-ground fieldwork. Layout shall be tied to the Mass State Coordinate System, and elevations shall be on North American Vertical Datum (NAVD 88).
- f. Site plans shall include a cover sheet, layout sheet, grading and drainage sheet, landscaping sheet, details sheet, a sedimentation and erosion control sheet, a traffic control sheet, a lighting sheet, and a construction phasing sheet. The plans shall show, among other things, all existing and proposed lot boundaries, buildings and structures and their uses, means of building egress, parking areas, driveway openings, driveways for individual dwelling units, and zoning summary table.
- g. Site plans shall show existing and proposed grading with a one-foot contour interval and spot grades

dimensions, colors, materials, finishes, methods of illumination and illumination levels, and methods of structural support.

- u. A traffic study prepared by a traffic or civil professional engineer shall be submitted evaluating existing, no-build, and build intersection operations in the traffic study area (TSA) shall be submitted. The TSA shall be established by the Planning Board to include the nearest major intersection on each approach to the principal site entrance and other intersections as designated. Traffic counts must be taken within one year of the date of submission; trip generation shall be based on the Institute of Transportation Engineers (ITE); trip distribution and traffic assignment shall be quantitatively based; sight distance at the site entrance shall be evaluated, and intersection crash rates shall be calculated. For locations where intersection operations are impacted, measures to avoid, minimize, and mitigate traffic impacts shall be developed and evaluated; the applicant's commitment to mitigation shall be clearly stated.
- v. Reports to the Planning Board. Within 10 days following receipt of a duly submitted site plan application, the Planning Board shall transmit one copy thereof to the Board of Health and Conservation Commission. The Board of Health and Conservation Commission shall review the site plan application and report in writing their recommendations to the Planning Board within 45 days. The Board of Health and Conservation Commission may seek pertinent information from other Town officials or boards and may request additional information from the applicant. The Planning Board shall not take final action on said plan until it has received reports thereon from the Board of Health and Conservation Commission, or until 60 days have elapsed after the transmission of the plan to the board in question without submission of a report thereon.
- w. Criteria. In granting site plan approval, the Planning Board shall consider the following:
  - (1) The extent to which the site plan fulfills the objective of the Recreation and Residential Overlay District to create a viable residential community with the amenities afforded by an on-site golf course and multiuse clubhouse and passive open space areas.
  - (2) The extent to which the overall development incorporates green development principles of energy efficiency and sustainability and utilizes LEED for Neighborhood Development (ND) strategies in accordance with Section 4391i.
  - (3) The extent to which convenient and safe vehicular and pedestrian movements are accommodated within the site, and in relation to adjacent streets, property or improvements.
  - (4) The extent to which adequate utility services are provided to serve proposed residential and recreational uses.
  - (5) The extent to which adequate provisions are made for disposal for sewage, refuse or other wastes; drainage for surface water; and removal of snow.
  - (6) The extent to which measures are provided to minimize impacts on surface water and groundwater.
  - (7) The extent to which wastewater treatment plant effluent meets the Massachusetts Drinking Water Standards (310 CMR 22.00) and the Massachusetts Surface Water Quality Standards for Class A surface waters.
  - (8) The extent to which stormwater management facilities shall attenuate increases in the volume of off-site discharge for the one-year-frequency storm event.
  - (9) The extent to which stormwater management facilities conform to the Massachusetts Department of Environmental Protection's Stormwater Management Standards [310 CMR 10.05(6)(k) through (q)].
  - (10) The extent to which stormwater management facilities in concert with low-impact design measures

engaged by the Planning Board. Fees shall be paid prior to inception of each phase of the work. Escrow accounts shall be replenished within 15 days following receipt of notice. Failure to pay fees in accordance with the aforesaid shall be deemed, after notice to the applicant, with an opportunity to cure, to constitute withdrawal of the project. Fees shall be deposited in a special account established by the Town Treasurer and may be expended only for the purposes described above.

- c. Prior to engaging the consultant, applicants may appeal selection of a particular consultant to the ~~Board of Selectmen~~Select Board. The grounds for such an appeal shall be limited to claims that the consultant selected has a conflict of interest or does not possess the minimum required qualifications. In the event that no decision is made by the ~~Board of Selectmen~~Select Board within one month following the filing of the appeal, the selection made by the Planning Board shall stand.
4399. Enforcement and implementation. Any site plan approval issued under this section shall lapse within one year if actual construction of site infrastructure in accordance with the approved site plan has not commenced sooner, except upon application within one year and for good cause shown. Construction shall not include site preparation and preliminary site clearing activities. Such time period shall be extended upon request by the applicant for one year. A Recreation and Residential Overlay District project may be constructed in multiple phases over time. Once construction of any portion of a Recreation and Residential Overlay District project has commenced, such site plan approval shall not lapse if the construction proceeds in phases in accordance with an overall project schedule of completion not to exceed four years unless extended by the Planning Board for good cause shown.

**COMMUNICATION EQUIPMENT SHELTER**

A structure located at a telecommunications facility designed principally to enclose telecommunications equipment.

**DATA MAPPING**

Depicting on a map, by graphical (colors, shading or symbols) means, the actual or predicted values of signal-coverage parameters in order to establish adequacy of capacity or coverage.

**dBm**

Unit of measure at the input of a receiver, given its antenna system gain at a particular frequency, expressed as decibels (dB) above one milliwatt. Signal predictions with this measure are valid at one particular frequency, and must identify all receiver and antenna combinations.

**dB $\mu$** 

Unit of measure of the field intensity of an electromagnetic signal, expressed as decibels (dB) above one microvolt per meter, an absolute measure for describing and comparing service areas, independent of the many variables (see dBm) introduced by different receiver configurations. This unit of measure shall be used for coverage prediction plots.

**DRIVE TESTING**

Testing in which reception results, obtained by driving through an area using a vehicle-mounted receiver, are recorded for analysis. Preliminary drive tests may be made of existing telecommunications facility coverage and/or the propagation characteristics of transmission from a possible telecommunications facility location (using a temporary antenna and low-power transmitter); follow-up drive testing may be used after activation of a telecommunications facility and in conjunction with cell tuning.

**DWELLING UNIT**

As defined in the Sharon Zoning Bylaw, Article V.

**ELECTROMAGNETICALLY ABLE**

The determination that the proposed antenna(s) meets manufacturers' minimum separation recommendations, given the location and operating parameters of existing and proposed antenna(s).

**ELEVATION**

The elevation at grade or ground level shall be given as above mean sea level (AMSL). The height of a telecommunications facility shall be given as above ground level (AGL). AGL is a measurement of height from the natural grade of a site to the highest point of a structure. The total elevation of a telecommunications facility is AGL plus AMSL.

**EMF**

Electromagnetic field. The radio frequency emissions or radiation produced by wireless transmitters.

**ENVIRONMENTAL ASSESSMENT (EA)**

The document required by the FCC and the National Environmental Policy Act (NEPA) when a telecommunications facility is to be placed in certain designated areas such as wetlands or other sensitive habitats. A copy of any EA filed with the FCC shall also be filed with the SPGA.

**ERP**

Effective radiated power.

## **MONITORING**

The measurement, by the use of instruments in the field, of nonionizing radiation exposure at a given location.

## **MONITORING PROTOCOL**

The testing protocol, such as the Cobbs Protocol (or one substantially similar, including compliance determined in accordance with the National Council on Radiation Protection and Measurements, Reports 86 and 119), which is to be used to monitor the emissions and determine exposure risk from existing and new telecommunications facilities upon adoption of this bylaw. As telecommunications technology changes, the SPGA may require by regulation the use of other monitoring protocols. A copy of the monitoring protocol shall be kept on file with the ~~Board of Selectmen~~Select Board and the Town Clerk.

## **MONOPOLE**

A single self-supporting vertical pole with no guy wire anchors, usually consisting of galvanized or other unpainted metal, or wood, with below grade foundations. (See "tower.")

## **NONIONIZING RADIATION**

Any electromagnetic radiation, including radio frequency radiation, incapable of producing ions directly or indirectly.

## **PERSONAL WIRELESS SERVICES**

Commercial mobile services, unlicensed wireless services, and common-carrier wireless exchange access services. These services include: cellular services, personal communications systems (PCS), specialized mobile radio services, and paging services.

## **RADIAL PLOTS**

Radial plots are the result of drawing equally spaced lines (radials) from the point of an antenna, calculating the expected signal, and indicating this graphically on a map. The relative signal strength may be indicated by varying the size or color at each point being studied along the radial; a threshold plot uses a mark to indicate whether that point is strong enough to provide adequate coverage; i.e., the points meeting the threshold of adequate coverage.

## **RADIATED-SIGNAL PROPAGATION STUDIES OR COVERAGE PLOTS**

Computer-generated estimates of the signal emanating from antenna(s) or repeater(s) sited on a specific tower or structure, and prediction of coverage. The height above ground, power input and output, frequency output, type of antenna, antenna gain, topography of the facility site and its surroundings are all taken into account to create these estimates, which are the primary tools for determining whether a facility site will provide adequate coverage for the telecommunications facility proposed for that site.

## **RADIO FREQUENCY ENGINEER**

An engineer who specializes in the design, review, and monitoring of radio frequency technologies.

## **REPEATER**

A low-power receiver/relay transmitter generally of less than 20 watts' output designed to provide service to areas which are not able to receive adequate coverage directly from a base station.

## **SCENIC VIEW**

A wide angle or panoramic field of sight and may include natural and/or man-made structures and activities. A scenic view may be from a stationary viewpoint or be seen traveling along a roadway,

Tiled plots result from calculating the signal at uniformly spaced locations on a rectangular grid, or tile, of the area of concern.

## **TOWER**

A structure intended to support antenna(s) and associated equipment.

- f. Compliance enforcement responsibility. This bylaw shall be enforced by the Town of Sharon's Building Inspector, who shall take such action as may be necessary to enforce full compliance with the provisions of this bylaw and of permits and variances issued hereunder, including notifications of noncompliance and requests for legal action through the Town Manager and the Town Counsel.
- g. Compliance certification.
  - (1) Telecommunications facilities may not be erected, substantially altered, moved, or changed in use, and sites may not be substantially altered or changed in principal use without certification by the Building Inspector that such action is in compliance with applicable zoning, or without review by the Building Inspector regarding whether all necessary permits have been obtained from governmental agencies from which approval is required by federal, state or local law. Telecommunications facilities shall be located and constructed to minimize their visual impact on the site and its environs.
  - (2) Annual certification demonstrating continued compliance with the standards of the FCC, Federal Aviation Administration and the American National Standards Institute, and required maintenance, shall be filed with the Building Inspector by the special use permit holders for all telecommunications facilities.
- h. Expiration. Special use permits granted pursuant to this bylaw shall lapse 24 months following the issuance thereof (plus such time required to pursue or await the determination of an appeal referred to in MGL c. 40A, § 17), if a substantial use thereof or construction has not sooner commenced.

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**5110 Terms defined.**

In this bylaw, the following terms shall have the meanings respectively assigned to them:

**ACCESSORY BUILDING**

A building devoted exclusively to an accessory use as herein defined, and not attached to a principal building by any roofed structure.

**ACCESSORY USE**

A use incidental to, and on the same lot as, a principal use, and occupying less than 25% of the habitable floor area on the premises and less than 50% of the lot area.

**APARTMENT**

An apartment (or flat) is a self-contained dwelling unit that occupies only part of a larger building that may contain one or more additional apartments, nonresidential uses, or both. Apartments may be owned (by an owner-occupier) or rented (by tenants).

**ART GALLERY**

A place devoted to the display and sale of objects of art.

**ARTIST'S STUDIO**

Working place of an artist or a place for the study of art.

**ASSISTED-LIVING RESIDENCE**

Any entity, however organized, whether conducted for-profit or not-for-profit, which meets all of the following criteria: (a) provides room and board; (b) provides, directly by its employees or through arrangements with another organization which the entity may or may not control or own, personal care services for three or more adults who are not related by consanguinity or affinity to their care provider; and (c) collects payments or third-party reimbursements from or on behalf of residents to pay for the provision of assistance with the activities of daily living, or arranges for the same, and provided that said entity is certified or licensed by the Executive Office of Elder Affairs of the Commonwealth of Massachusetts or any successor office or agency pursuant to MGL c. 19D and all other applicable requirements. This definition shall not include any other forms of group living quarters such as group foster care group homes, single-room-occupancy residences, rooming or lodging houses, and other facilities as listed in Commonwealth of Massachusetts regulations (651 CMR 12.01).

**BASEMENT**

A story with at least 40% of its height below finished grade. However, for purposes of determining compliance with the height limit requirements of this bylaw, a basement shall not be considered a story unless its ceiling is five feet or more above the average finished grade abutting the building.

**BEDROOM**

Any area in a dwelling unit which is or could be used for the provision of private sleeping accommodations for residents of the premises, whether such area is designated as a bedroom, guestroom, maid's room, dressing room, den, study, library, or by another name. Any room intended for regular use by all occupants of the dwelling unit, such as a living room, dining area or kitchen, shall not be considered a bedroom, nor shall bathrooms, halls or closets having no horizontal dimension over six feet.

containing provisions for not more than two motor vehicles in each unit, in which motor vehicles are kept and taken care of by their respective owners, who are either tenants or owners of each unit in which their motor vehicles are kept, all said motor vehicles being solely for private or professional use, and not for sale, rent, hire, exhibition or demonstration purposes.

#### **GARAGE, PRIVATE**

A building or part of a building in which one or more vehicles are kept for private or professional use, and in which no motor vehicles are kept for sale, rent, hire, exhibition or demonstration purposes.

#### **GARAGE, PUBLIC**

Any building or part of a building in which motor vehicles are kept other than a private garage or group garage. A salesroom or showroom for motor vehicles shall be regarded as a public garage if any motor vehicle is kept in such room with gasoline in its tank.

#### **GASOLINE SERVICE STATION**

A tank, pump or other appliance for supplying motor vehicles with gasoline, compressed air, oil, water, and similar supplies, but not for the purpose of making repairs; together with the building, part of a building or other structure used in connection with such appliance.

#### **GROSS FLOOR AREA**

The sum of the areas of the several floors of a building, including areas used for human occupancy in basements, attics and penthouses, as measured from the exterior faces of the walls. It does not include cellars, unenclosed porches or attics not used for human occupancy, or any floor space in accessory buildings or in the main building intended and designed for the parking of motor vehicles in order to meet but not exceed the parking requirements of this bylaw, or any such floor space intended and designed for accessory heating and ventilating equipment.

#### **GROSS LEASABLE FLOOR AREA**

The total floor area reserved for tenant occupancy and exclusive use of a business, measured from centerlines of joint partitions and from the exterior faces of external walls. As in "gross floor area," it does not include cellars, etc.

#### **HALF STORY**

A story directly under a sloping roof where, in the case of a roof having one uniform degree of pitch (such as in gable or shed roof types), the points of intersection of the bottom of the rafters and the interior faces of the exterior walls are less than two feet above the floor level on at least two opposite exterior walls or, in the case of a roof having two or more pitches on each of two or more sides (such as gambrel or mansard roof types), the average finished floor to finished ceiling height is less than six feet. Dormers may be constructed on the roof and exterior walls, provided they are structurally supported on the roof rafters and the length of the dormer(s) as measured between the lowest bearing points of the dormer(s) on the rafters of the sloping roof does not exceed 50% of the length of the sloping roof to which it is attached.

#### **HEIGHT, BUILDING**

The vertical distance of the highest point of the roof beams above the mean grade of the curb or of the street surface at the centerline of the highest adjoining street, or the mean grade of the ground adjoining the building if such building does not lie nearer than 12 feet to a street line. The limitations as to building height in feet shall not apply to such nonresidential accessories as chimneys, ventilators, skylights, tanks, bulkheads, penthouses and other accessory features which are required or are customarily carried above roofs, nor to towers, spires, domes, cupolas and ornamental features of churches and other buildings, if such features are not used for living purposes.

**OPEN LAND**

The land in a cluster subdivision which is preserved under the provisions of Section 4300.

**ORGANIZED BUSINESS, INDUSTRY, TRADE, MANUFACTURING OR COMMERCIAL ENTERPRISE**

Within the meaning of this phrase as used in Section 2300 is an activity in which the owner, manager or agent employs other persons in such number or conducts the enterprise in such manner as to give to the premises used therefor the appearance of a place of business, industry, trade or manufacturing as distinguished from or in addition to a place of residence.

**RELATED PERSONS**

Two or more persons who are within the second degree of kinship to each other, as defined by civil law, and their respective spouses and offspring.

**SALES AND SERVICE FACILITY**

The land and buildings thereon primarily used for the particular purpose of selling and servicing manufactured or processed products.

**SINGLE-FAMILY DWELLING**

A detached residential building intended and designed to be occupied by a single family.

**SPECIAL PERMIT GRANTING AUTHORITY**

A public board of the Town of Sharon authorized under enabling provisions of MGL c. 40A and specific provisions of this bylaw to hold hearings, make determinations and findings, and subsequently issue or deny special permits, variances, or other special approvals specified in this bylaw. The special permit granting authority shall be the Board of Appeals unless specifically designated otherwise in this bylaw to be another authorized board or agency as allowed under the Massachusetts General Laws.

**STABLE, PRIVATE**

A building or part of a building in which one or more horses are kept for the private use of the owners or residents of the premises.

**STABLE, PUBLIC**

Any building or part of building in which horses are kept, other than a private stable.

**STORY**

The portion of a building included between the surface of a floor and the surface of the floor or roof next above, unless described as a "half story," and not including a below-grade parking structure or basement.

**STREET OR WAY**

Includes all public ways and all private ways commonly used as streets, or for the purpose of passing and repassing. It also includes ~~Board of Selectmen~~Select Board layouts.

**STUDIO APARTMENT**

A dwelling unit containing less than 400 square feet and without a separate bedroom.

**TOXIC OR HAZARDOUS MATERIALS**

All liquid hydrocarbon products, including, but not limited to, gasoline, fuel and diesel oil; and also

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**6110 Responsibility.**

The Inspector of Buildings, if one shall be appointed or elected, or otherwise the Selectmen-Select Board of the Town, shall execute the provisions of this bylaw except where otherwise provided, and, in so doing, shall have the same power as is provided for the execution and enforcement of bylaws relating to the inspection of buildings. Wherever in this bylaw it is required that the Inspector of Buildings shall act, it shall be understood that if no Inspector of Buildings is appointed or elected, the Selectmen-Select Board shall act in his place.

- (3) Preliminary, scaled, architectural drawings. For each building, the drawing shall be signed by a registered architect, and shall include typical floor plans, typical elevations and sections, and shall identify construction type and exterior finish;
  - (4) A tabulation of proposed buildings by type, size (number of bedrooms, floor area) and ground coverage, and a summary showing the percentage of the tract to be occupied by buildings, by parking and other paved vehicular areas, and by open areas;
  - (5) Where a subdivision of land is involved, a preliminary subdivision plan;
  - (6) A preliminary utilities plan showing the proposed location and types of sewage, drainage and water facilities, including hydrants;
  - (7) Documents showing that the applicant fulfills the following jurisdictional requirements:
    - (i) The applicant shall be a public agency, a nonprofit organization, or a limited dividend organization;
    - (ii) The project shall be fundable by a subsidizing agency under a low- and moderate-income housing subsidy program\*; and
    - (iii) The applicant shall control the site;
  - (8) A list of requested exceptions to local requirements and regulations, including local codes, ordinances, bylaws or regulations; and
  - (9) The site approval letter from the subsidizing agency.
- b. The application shall be accompanied by a filing fee based upon the number of proposed housing units of:
- (1) For limited dividend organizations: \$100 per unit.
  - (2) For nonprofit organizations: \$50 per unit.
  - (3) For public agencies: \$0.
  - (4) There shall be no filing fee for any project proposed as a local initiative.
  - (5) In addition, the applicant shall be responsible for paying all legal advertisement costs.
- c. Within seven days of filing of the application, the Board shall notify each local official of the application by sending such official a copy of the list required by Subsection 6233a(8) above. Based upon that list, it shall also, within the same seven days, invite the participation of each local official who has a substantial interest in the application by providing such official with a copy of the entire application. All abutters and parties in interest shall be notified of the public hearing, pursuant to MGL c. 40A, § 11.

6234. Consultants. To facilitate review of an application for a comprehensive permit, the Board of Appeals may engage outside consultants in accordance with Subsection 6340.

6235. Public hearing and decision.

- a. The Board shall hold a public hearing on the application within 30 days of its receipt, or such other time frame that may be mutually agreed upon by the Board and the applicant. It may require the appearance at the hearing of such representatives or local officials as it considers necessary or helpful in reviewing the application. In making its decision, the Board shall take into consideration

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**6330 Site plan approval in Business A and C Districts.**

Projects requiring low-impact site plan approval. Unless a site plan has been endorsed by the Planning Board, no building permit shall be issued in the Business A or the Business C District for:

- a. The construction, reconstruction, addition, exterior alteration, or change in use of any structure, other than a single- or two-family dwelling, for uses permitted by right or by special permit as identified in Subsection 2323; or
- b. The construction, reconstruction, addition, exterior alteration, or change in use of any structure for uses permitted by special permit as identified in Subsection 2326.

The Planning Board will establish a two-tier review process. In the opinion of the Planning Board, projects which meet a checklist of criteria adopted by the Planning Board in its rules and regulations as part of the Post Office Square Design Guidelines shall be approved within 21 days, subject to Board of Health approval, if such approval is required for the project, and referred to the Building Department. In the opinion of the Planning Board, projects which do not meet this checklist will be reviewed and a decision filed within 45 days of the determination that further review is required. Such guidelines may be adopted and/or amended from time to time by the Planning Board and are incorporated in this bylaw by reference. Any project including new construction, reconstruction, addition, exterior alteration or change in use that requires (prior to any reductions under Subsection 3111) 20 or more parking spaces on one lot or in one shared parking area shall be subject to the extended review process as set forth above and in Subsection 6334. Any project including new construction, reconstruction, addition, exterior alteration or change in use that requires (prior to any reductions under Subsection 3111) fewer than 20 parking spaces on one lot or in one shared parking area shall be subject only to the twenty-one-day review process.

Any alterations or improvements generated in compliance with the Americans with Disabilities Act shall be exempt.

**6331. Purpose.** The purpose of this bylaw, in addition to and not in limitation of the purposes set forth in Article I, is to assist owners, tenants and designers of buildings in the Town Center in strengthening the social and economic base, to make the district an attractive place in which to live, visit, work and shop, to preserve property values, to prevent alterations or additions that are incompatible with the Town Center village vision portrayed in supporting guidelines, and to enhance the provision of safe and adequate circulation, parking utilities and drainage.

**6332. Application.** Each application for site plan approval shall be submitted at a meeting of the Planning Board by the current owner of record, or such persons authorized in writing to act on behalf of such owner, accompanied by 10 copies of the site plan and 10 copies of the elevation plan. For projects which the Planning Board will review within the extended forty-five-day time period, the Board will transmit, within five days, one copy each to the Building Inspector, Board of Health, Conservation Commission, ~~Board of Selectmen~~Select Board, Department of Public Works, Fire Department, Police Department, Sign Committee, and Historic District Commission.

**6333. Required site plan contents.** All site plans shall be prepared by a registered architect, landscape architect, or professional engineer unless this requirement is waived by the Planning Board because of unusually simple circumstances. All site plans shall be prepared at a scale established with the Planning Board in the above-referenced guidelines and adequate to show those items enumerated in Subsection 6326 as well as the adequacy of fire and police protection and access. Elevation plans shall be prepared showing the part or portions of the structure visible from the street that provide the lot's frontage, showing the relationship of the structure to the structures on the lots on either side.

New England village theme.

6336. Final action. The Planning Board's final action shall consist of either:

- a. A determination that the proposed project is in compliance with the criteria set forth in this bylaw;
- b. A denial for submission of incomplete information or for not having met the standards established for site plan review;
- c. Approval subject to any conditions, modifications, and restrictions as the Planning Board may deem necessary, consistent with the provisions of this bylaw.

6337. Enforcement and implementation.

- a. Any site plan approval issued under this section shall lapse within one year if substantial construction thereof has not commenced sooner, except upon application within one year and for good cause shown. Such time period may be extended by the Planning Board for one year.
- b. The Planning Board may periodically adopt or amend rules and regulations relating to the procedures and administration of this for the Post Office Square Design Guidelines.

the Town to review a comparable project.

6343. Appeal of selection. Prior to paying the review fee, applicants may appeal selection of a particular consultant to the ~~Board of Selectmen~~Select Board. The grounds for such an appeal shall be limited to claims that the consultant selected has a conflict of interest or does not possess the minimum required qualifications. The minimum qualifications shall consist either of an educational degree in or related to the field at issue or three or more years of practice in the field at issue or a related field. The required time limits for action upon the application by the Board shall be extended by the duration of the appeal. In the event that no decision is made by the ~~Board of Selectmen~~Select Board within one month following the filing of the appeal, the selection made by the Board shall stand.